



**TOWN OF CLARESHOLM  
PROVINCE OF ALBERTA  
REGULAR COUNCIL MEETING  
SEPTEMBER 11, 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/UCe3OPyLhTzPajvPVAtNL1KA/live>

**NOTICE OF RECORDING**

**CALL TO ORDER**

**AGENDA: ADOPTION OF AGENDA**

**MINUTES: REGULAR MEETING – AUGUST 14, 2023**

**DELEGATION: CLARESHOLM RCMP DETACHMENT – Cpl. Thomas Nairn  
RE: Community Policing Report – April 1<sup>st</sup> to June 30<sup>th</sup>, 2023**

**ACTION ITEMS:**

1. BYLAW #1746 – Road Closure Bylaw  
RE: 2<sup>nd</sup> & 3<sup>rd</sup> Readings
2. CORRES: Hon. Tanva Fir, Minister of Arts, Culture & Status of Women  
RE: CFEP Grant Application – Amundsen Park
3. CORRES: Hon. Ric McIver, Minister of Municipal Affairs  
RE: 2024 Fire Services Training Program Grant
4. CORRES: Alberta Municipal Affairs  
RE: Meeting Request Declined for Convention
5. CORRES: Inclusion Foothills  
RE: October is Disability Employment Awareness Month
6. CORRES: Terry Fox Run Claresholm  
RE: Request for Town Representative
7. REQUEST FOR DECISION: ATCO Gas Franchise Fee
8. REQUEST FOR DECISION: Committee Vacancies
9. REQUEST FOR DECISION: 2023 Alberta Municipalities Convention
10. FINANCIAL REPORT: Statement of Operations July 31, 2023
11. INFORMATION BRIEF: Council Committee Report
12. INFORMATION BRIEF: Council Resolution Status
13. ADOPTION OF INFORMATION ITEMS
14. IN CAMERA
  - a. Personnel – FOIP Section 17
  - b. Personnel – FOIP Section 17
  - c. Advice from Officials – FOIP Section 24

**INFORMATION ITEMS:**

1. Municipal Planning Commission Meeting Minutes – July 7, 2023
2. Claresholm & District Museum Board Meeting Minutes – June 21, 2023
3. Chinook Arch Regional Library System Board Report – August 3, 2023
4. Update from the Lieutenant Governor of Alberta – March to August 2023
5. Community Development Unit – September 1, 2023
6. Age-Friendly E-News – September 6, 2023
7. Alberta SouthWest Regional Alliance Board Meeting Minutes – August 2, 2023
8. Alberta SouthWest Bulletin – September 2023

**ADJOURNMENT**



**TOWN OF CLARESHOLM**  
**PROVINCE OF ALBERTA**  
**REGULAR COUNCIL MEETING MINUTES**  
**AUGUST 14, 2023**

Place: Council Chambers

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

Livestream: <https://www.youtube.com/channel/UCe3OPyLhTzPajvPVAtNL1KA/live>

**COUNCIL PRESENT:** Deputy Mayor Craig Zimmer, Councillors: Kieth Carlson, Mike Cutler, Rod Kettles and Kandice Meister

**ABSENT:** None

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

**MEDIA PRESENT:** None

**NOTICE OF RECORDING:** Deputy Mayor Zimmer 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 Deputy Mayor Zimmer.

**AGENDA:** Moved by Councillor Cutler for unanimous consent to add the following to the Agenda:

7. **IN CAMERA: LAND**  
**g. Land – FOIP Section 16**

**CARRIED UNANIMOUSLY**

Moved by Councillor Cutler that the Agenda be accepted as amended.

**CARRIED**

**MINUTES:** **REGULAR MEETING – JULY 17, 2023**

Moved by Councillor Meister that the Regular Meeting Minutes of July 17, 2023 be accepted as presented.

**CARRIED**

**ACTION ITEMS:**

1. **CORRES: Courageous Companions**  
**RE: Request for Support**

Received for information.

2. **CORRES: Chris Sadlier**  
**RE: 2023 Walk to Breathe Move Challenge**

Received for information.

3. **FINANCIAL REPORT: Statement of Operations June 30, 2023**

Moved by Councillor Carlson to accept the Consolidated Statement of Operations for the month ended June 30, 2023 as presented.

**CARRIED**

4. **INFORMATION BRIEF: Correspondence Response – Environmental Concerns**

Received for information.

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

Received for information.

6. **ADOPTION OF INFORMATION ITEMS**

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

**CARRIED**

7. **IN CAMERA:**  
**a. Land – FOIP Section 16**  
**b. Land – FOIP Section 16**  
**c. Land – FOIP Section 16**  
**d. Land – FOIP Section 16**  
**e. Personnel – FOIP Section 17**  
**f. Personnel – FOIP Section 17**  
**g. Land – FOIP Section 16**

Moved by Councillor Cutler to go In Camera at 7:10 p.m. for the following items:

- a. Land – FOIP Section 16**  
**b. Land – FOIP Section 16**  
**c. Land – FOIP Section 16**  
**d. Land – FOIP Section 16**  
**e. Personnel – FOIP Section 17**  
**f. Personnel – FOIP Section 17**

g. Land – FOIP Section 16

**CARRIED**

**NOTICE OF RECORDING CEASED:** Deputy Mayor Zimmer stated that the live stream has ended at 7:10 p.m.

Moved by Councillor Carlson to come out of In Camera at 8:20 p.m.

**CARRIED**

**NOTICE OF RECORDING:** Deputy Mayor Zimmer provided notice that live streaming and recording of the Council meeting would begin again at 8:20 p.m.

a. Land – FOIP Section 16

MOTION #23-128 Moved by Councillor Cutler to begin the subdivision process and transfer of adjacent land, with all costs to be borne by the landowner located at 4526 1 Street West.

**CARRIED**

b. Land – FOIP Section 16

MOTION #23-129 Moved by Councillor Meister to allow the subdivision application and transfer of the existing and proposed new field locations to Shane & Katrina Carlson located at 5705 5 Street West, to be consolidated within their existing parcel, provided all costs associated are borne by the Carlson's as per the preliminary subdivision plan.

**CARRIED**

c. Land – FOIP Section 16

MOTION #23-130 Moved by Councillor Carlson to transfer land to the Claresholm Skatepark Association for the purpose of building a skate park as presented on the condition that a transfer agreement be reached at a later date.

**CARRIED**

d. Land – FOIP Section 16

MOTION #23-131 Moved by Councillor Cutler to accept the offer in the amount of \$92,000.00 with conditions submitted by Hailstorm Security Inc. for the property located at Lot 7&8, Block 4, Plan 7910032.

**CARRIED**

e. Personnel – FOIP Section 17

MOTION #23-132 Moved by Councillor Kettles to approve the CAO Evaluation as presented in Closed Session.

**CARRIED**

**ADJOURNMENT:** Moved by Councillor Carlson that the meeting adjourn at 8:23 p.m.

**CARRIED**

**NOTICE OF RECORDING CEASED:** Deputy Mayor Zimmer noted that recording ceased at 8:23 p.m.

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Deputy Mayor – Craig Zimmer

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Chief Administrative Officer – Abe Tinney

# DELEGATIONS





2023-08-08

Cpl. Sean Dutch  
Detachment Commander  
Claresholm, Alberta

Dear Deputy Mayor, Brad Schlossberger,

Please find the quarterly Community Policing Report attached that covers the April 1<sup>st</sup> to June 30<sup>th</sup>, 2023 reporting period. The attached report outlines a quarterly snapshot of the human resources, financial data and crime statistics for the Claresholm Detachment.

As part of the Alberta RCMP's ongoing priority to ensure public safety, encouraging citizens to report all crimes plays a vital role in building community well-being. We recognize that non-urgent crimes such as minor thefts and property crime may go unreported due to various reasons such as perceived insignificance or fear of inconvenience. Thus, the Alberta RCMP continues to engage citizens on the importance of reporting non-urgent crimes to help us optimize our crime prevention efforts.

To help facilitate this, we have made reporting of non-urgent crime easier through the Alberta RCMP APP (available as a free download on the [Apple App Store](#) or [Google Play](#)). Online crime reporting offers a convenient way for citizens to report non-emergent crime to Alberta RCMP from their computer or smartphone without having to phone or visit the police detachment.

An informed community is a safer community. Here are some reasons why online reporting of non-urgent crimes matters:

- Alberta RCMP police officers in the Call Back Unit are responsible for investigating online crime reports, thus reducing the need for frontline police officers to respond. Encouraging the public to use online crime reporting gives the Detachment frontline officers an opportunity to spend more of their time for proactive policing activities in the community.
- Non-urgent online crime reporting also has the potential to reduce those same non-urgent phone calls to our 911 Operators (OCCS) and Detachment Staff.



- The Alberta RCMP encourages citizens to report every crime to allow us to leverage reliable data to identify patterns and trends in criminal activities in our communities. We also use this intelligence to distribute our resources strategically and ensure that our police officers are deployed where they are most needed.

Thank you for your ongoing support and continued guidance in ensuring that we are consistently meeting your community's evolving policing needs. As the Chief of Police for your community, I invite you to contact me should you have any questions or concerns.

Cpl. Sean Dutch  
Detachment Commander  
Claresholm Detachment



## RCMP Provincial Policing Report

Detachment	Claresholm Provincial
Detachment Commander	Cpl. Sean DUTCH
Quarter	Q1
Date of Report	2023-08-08

### Community Consultations

Date	2023-04-04
Meeting Type	Meeting with Stakeholder(s)
Topics Discussed	Education Session
Notes/Comments	RCMP attended the Claresholm High School for a school Lock down drill and educates teachers and students on best practices.

Date	2023-04-04
Meeting Type	Town Hall
Topics Discussed	Regular reporting information sharing
Notes/Comments	RCMP runs a local town hall meeting for Claresholm and surrounding communities at the Claresholm council chambers. Meeting is also streamed live on youtube as meeting was held in the afternoon so everyone could watch after work etc.

Date	2023-04-07
Meeting Type	Meeting with Stakeholder(s)
Topics Discussed	Crime Reduction Initiatives
Notes/Comments	RCMP attends the first Willow Creek Rural Crime watch meeting setting up the RCW for the area. Cpl. NAIRN presents on how the RCW can be effective and best practices to reduce rural crime.



Date	2023-04-19
Meeting Type	Meeting with Stakeholder(s)
Topics Discussed	Crime Reduction Initiatives
Notes/Comments	Cst.'s JACKSON and JONES attend the Willow Creek RCW meeting.

Date	2023-05-04
Meeting Type	Meeting with Elected Officials
Topics Discussed	Regular reporting information sharing
Notes/Comments	RCMP attends and presents at a meeting with all the areas Reeves, Mayors and CAO's presenting on Detachment Hubbing what it would look like and Pros and Cons of Hubbing or not.

Date	2023-05-19
Meeting Type	Meeting with Stakeholder(s)
Topics Discussed	Crime reduction initiatives
Notes/Comments	Members attended the monthly Willow Creek RCW meeting.

Date	2023-06-15
Meeting Type	Meeting with Stakeholder(s)
Topics Discussed	Regular reporting information sharing
Notes/Comments	RCMP attends the regular Council meeting for the MD of Willow Creek and presents the RCMP Q4 results and discusses the hubbing project with the MD of Willow Creek.





## Community Priorities

Priority 1	Enhance Road Safety
Current Status & Results	<p>Speeding and Driving Enforcement Q1- Saw 70 speeding and other moving violation related tickets written this quarter out of the yearly goal of 250 tickets. Measure is on track to complete year end goal.</p> <p>Impaired Driving Enforcement Q1- 3 Impaired driving enforcement related investigations were completed with quarter taking 3 impaired drivers off the roads. Measure is currently below expectation and efforts will be made to have Members step up patrols for impaired drivers.</p>
Priority 2	Crime Reduction
Current Status & Results	<p>Prolific Offender Checks Q1- Saw 15 offender checks completed out of the year end goal of 30. Some checks ended up with charges but mostly offenders were compliant.</p> <p>Educational and Awareness Media Campaign Q1- Saw 7 Educational related media releases completed stemming from how the community can protect itself from thefts, fraud and driver safety. Measure is on track to reach year end goal of 12.</p> <p>Operation Street Sweep Q1- Saw one Operation Street Sweep completed over the May long weekend focusing on traffic enforcement in town and the rural area. This effort saw over 30 speeding and cell phone related violation tickets being issued and was deemed a success. Measure on track to reach year end goal of 4. Next quarters operation will target outstanding warrants etc.</p>
Priority 3	Communicate Effectively
Current Status & Results	<p>Foot Patrols Q1- Saw 10 foot patrols being conducted either in town, campgrounds and provincial parks. Measure on track to reach year end goal of 40.</p> <p>Enhanced Visibility Shift Q1- Saw 2 enhanced shifts being completed to assist the Operation Street Sweep this quarter. Measure is on track to meet year end goal.</p> <p>Conduct Presentations and Meetings Q1- Saw 3 Presentations being completed at local seniors centres regarding how to protect against fraud and Meetings completed with local community organizations. Measure on track to meet year end goal of 12.</p>



Priority 4	Drug Enforcement
Current Status & Results	Drug Enforcement Q1- Saw 2 drug enforcement investigations completed with one investigation resulting in a large sum of heavy illicit drugs being taken off the street and charges being laid against an individual. Measure is on track to reach year end goal of 6.



## Crime Statistics<sup>1</sup>

The following table provides policing statistics on actual offences within the periods listed. Please see Appendix for additional information and a five-year comparison.

Category	April - June			January - December		
	2022	2023	% Change Year-over-Year	2021	2022	% Change Year-over-Year
<b>Total Criminal Code</b>	121	115	-5%	476	494	4%
<i>Persons Crime</i>	25	20	-20%	102	98	-4%
<i>Property Crime</i>	72	77	7%	285	304	7%
<i>Other Criminal Code</i>	24	18	-25%	89	92	3%
<b>Traffic Offences</b>						
<i>Criminal Code Traffic</i>	5	5	0%	29	31	7%
<i>Provincial Code Traffic</i>	185	204	10%	192	172	-10%
<i>Other Traffic</i>	0	1	N/A	3	2	-33%
<b>CDSA Offences</b>	4	3	-25%	23	13	-43%
<b>Other Federal Acts</b>	8	5	-38%	28	22	-21%
<b>Other Provincial Acts</b>	37	39	5%	192	172	-10%
<b>Municipal By-Laws</b>	3	17	467%	14	25	79%
<b>Motor Vehicle Collisions</b>	28	26	-7%	166	144	-13%

<sup>1</sup> Data extracted from a live database (PROS) and is subject to change over time.

## Trends/Points of Interest







Provincial Police Service Composition Table<sup>2</sup>

Staffing Category	Established Positions	Working	Soft Vacancies <sup>3</sup>	Hard Vacancies <sup>4</sup>
Police Officers	7	6	0	1
Detachment Support	2	3	0	0

<sup>2</sup> Data extracted on June 30, 2023 and is subject to change.  
<sup>3</sup> Soft Vacancies are positions that are filled but vacant due to maternity/paternity leave, medical leave, etc. and are still included in the overall FTE count.  
<sup>4</sup> Hard Vacancies reflect positions that do not have an employee attached and need to be filled.

Comments

**Police Officers:** Of the seven established positions, six officers are working. There are two officers assigned to a position. There is one hard vacancy detected at this time.

**Detachment Support:** Of the two established positions, there are three resources working. There are two resources assigned to a position. There are no vacancies detected at this time.

Quarterly Financial Drivers





## Strategic Analysis and Research Unit

### Claresholm (Provincial) Crime Statistic Summary – January to July

2023-08-02

#### *Claresholm (Provincial) – Highlights*

- **Break & Enters** are showing a -25.0% decrease when compared to the same period in 2022 (January to July). There were -7 fewer actual occurrences (from 28 in 2022 to 21 in 2023).
- **Theft of Motor Vehicles** decreased by -42.9% when compared to the same period in 2022 (January to July). There were -6 fewer actual occurrences (from 14 in 2022 to 8 in 2023).
- **Theft Under \$5,000** increased by 13.2% when compared to the same period in 2022 (January to July). There were 5 more actual occurrences (from 38 in 2022 to 43 in 2023).

#### *Claresholm (Provincial) – Criminal Code Offences Summary*

Crime Category	% Change 2022 – 2023 (January to July)
Total Persons Crime	7.7% Decrease
Total Property Crime	1.2% Increase
Total Criminal Code	9.6% Decrease

From January to July 2023, when compared to the same period in 2022, there have been:

- 4 fewer **Persons Crime** offences;
- 2 more **Property Crime** offences; and
- 26 fewer **Total Criminal Code** offences;

#### *Claresholm (Provincial) – July, 2023*

- There were 0 **Thefts of Motor Vehicles** in July: 0 cars, 0 trucks, 0 minivans, 0 SUVs, 0 motorcycles, 0 other types of vehicles, and 0 vehicles taken without consent.
- There were 6 **Break and Enters** in July: 2 businesses, 2 residences, 0 cottages/seasonal residences, 2 in some other type of location, and 0 unlawfully being in a dwelling house.
- There were a total of 1 **Provincial Roadside Suspensions** in July (1 alcohol related and 0 drug related). This brings the year-to-date total to 2 (2 alcohol related and 0 drug related).
- There were a total of 7 files with the **Spousal Abuse** survey code in July (July 2022: 2). This brings the year-to-date total to 26 (2022: 38).
- There were 153 files with **Victim Service Unit** referral scoring in Claresholm Provincial: 4 accepted, 26 declined, 0 proactive, 0 requested but not available, and 123 files with no victim.

PROS Data pull 2023/08/02

The data contained in this document was obtained from PROS, which is a live database. As such, some of the information presented could differ slightly from any past or future reports regarding the same time period.

**Claresholm Provincial Crime Gauge**

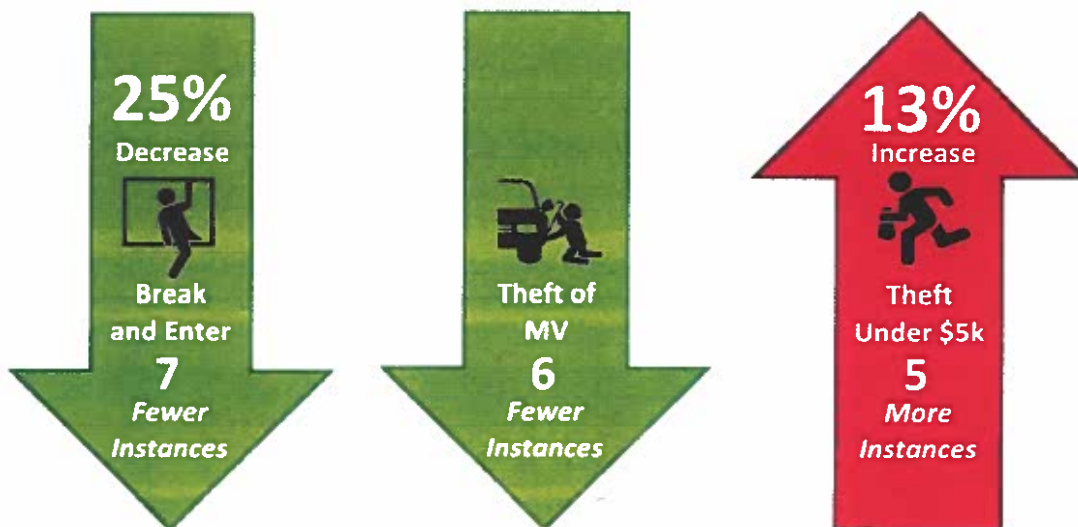
2023 vs. 2022  
January to July

***Criminal Code Offences***



**Total Criminal Code Offences:** **10% Decrease**  
When compared to January to July, 2022

***Select Property Crime***



**NOTE:** If in both 2021 and 2022 a category had fewer than 20 offences, a percent change is not shown. All numbers without a '%' beside them represent counts.



## Claresholm Provincial Detachment Crime Statistics (Actual) Q1: 2019 - 2023

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

July 4, 2023

CATEGORY	Trend	2019	2020	2021	2022	2023	% Change 2019 - 2023	% Change 2022 - 2023	Avg File +/- per Year
Offences Related to Death		0	0	0	0	0	N/A	N/A	0.0
Robbery		2	0	0	0	0	-100%	N/A	-0.4
Sexual Assaults		4	0	2	2	1	-75%	-50%	-0.4
Other Sexual Offences		0	1	0	1	0	N/A	-100%	0.0
Assault		9	6	7	6	10	11%	67%	0.2
Kidnapping/Hostage/Abduction		1	0	0	0	0	-100%	N/A	-0.2
Extortion		0	1	0	0	0	N/A	N/A	-0.1
Criminal Harassment		3	6	10	6	4	33%	-33%	0.2
Uttering Threats		8	5	4	10	5	-38%	-50%	-0.1
<b>TOTAL PERSONS</b>		<b>27</b>	<b>19</b>	<b>23</b>	<b>25</b>	<b>20</b>	<b>-26%</b>	<b>-20%</b>	<b>-0.8</b>
Break & Enter		12	10	8	13	6	-50%	-54%	-0.9
Theft of Motor Vehicle		6	3	1	3	5	-17%	67%	-0.2
Theft Over \$5,000		2	1	0	1	1	-50%	0%	-0.2
Theft Under \$5,000		22	38	14	19	21	-5%	11%	-2.1
Possn Stn Goods		0	3	5	7	6	N/A	-14%	1.6
Fraud		16	9	12	11	14	-13%	27%	-0.2
Arson		0	0	1	0	1	N/A	N/A	0.2
Mischief - Damage To Property		0	12	16	7	10	N/A	43%	1.5
Mischief - Other		13	8	10	11	13	0%	18%	0.3
<b>TOTAL PROPERTY</b>		<b>71</b>	<b>84</b>	<b>67</b>	<b>72</b>	<b>77</b>	<b>8%</b>	<b>7%</b>	<b>0.0</b>
Offensive Weapons		2	3	5	4	1	-50%	-75%	-0.1
Disturbing the peace		4	5	5	7	15	275%	114%	2.4
Fail to Comply & Breaches		9	9	9	6	1	-89%	-83%	-1.9
<b>OTHER CRIMINAL CODE</b>		<b>7</b>	<b>3</b>	<b>9</b>	<b>7</b>	<b>1</b>	<b>-86%</b>	<b>-86%</b>	<b>-0.8</b>
<b>TOTAL OTHER CRIMINAL CODE</b>		<b>22</b>	<b>20</b>	<b>28</b>	<b>24</b>	<b>18</b>	<b>-18%</b>	<b>-25%</b>	<b>-0.4</b>
<b>TOTAL CRIMINAL CODE</b>		<b>120</b>	<b>123</b>	<b>118</b>	<b>121</b>	<b>115</b>	<b>-4%</b>	<b>-5%</b>	<b>-1.2</b>



## Crime Statistics (Actual)

Q1: 2019 - 2023

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

July 4, 2023

CATEGORY	Trend	2019	2020	2021	2022	2023	% Change 2019 - 2023	% Change 2022 - 2023	Avg File +/- per Year
Drug Enforcement - Production		0	0	0	0	0	N/A	N/A	0.0
Drug Enforcement - Possession		3	4	5	2	3	0%	50%	-0.2
Drug Enforcement - Trafficking		1	6	0	2	0	-100%	-100%	-0.6
Drug Enforcement - Other		0	0	0	0	0	N/A	N/A	0.0
<b>Total Drugs</b>		4	10	5	4	3	-25%	-25%	-0.8
Cannabis Enforcement		0	0	1	1	0	N/A	-100%	0.1
Federal - General		1	0	0	3	2	100%	-33%	0.5
<b>TOTAL FEDERAL</b>		5	10	6	8	5	0%	-38%	-0.2
Liquor Act		2	1	1	1	1	-50%	0%	-0.2
Cannabis Act		0	0	2	0	1	N/A	N/A	0.2
Mental Health Act		12	16	32	19	15	25%	-21%	0.9
Other Provincial Stats		21	19	28	17	22	5%	29%	0.0
<b>Total Provincial Stats</b>		35	36	63	37	39	11%	5%	0.9
Municipal By-laws Traffic		1	0	0	1	1	0%	0%	0.1
Municipal By-laws		3	5	4	2	16	433%	700%	2.3
<b>Total Municipal</b>		4	5	4	3	17	325%	467%	2.4
Fatals		0	1	0	0	0	N/A	N/A	-0.1
Injury MVC		1	1	3	2	4	300%	100%	0.7
Property Damage MVC (Reportable)		20	20	22	23	19	-5%	-17%	0.1
Property Damage MVC (Non Reportable)		8	0	7	3	3	-63%	0%	-0.7
<b>TOTAL MVC</b>		29	22	32	28	26	-10%	-7%	0.0
Roadside Suspension - Alcohol (Prov)		N/A	N/A	N/A	N/A	1	N/A	N/A	N/A
Roadside Suspension - Drugs (Prov)		N/A	N/A	N/A	N/A	0	N/A	N/A	N/A
<b>Total Provincial Traffic</b>		404	146	203	185	204	-50%	10%	-36.1
<b>Other Traffic</b>		7	1	0	0	1	-86%	N/A	-1.3
<b>Criminal Code Traffic</b>		7	11	4	5	5	-29%	0%	-1.0
<b>Common Police Activities</b>									
False Alarms		10	10	15	12	9	-10%	-25%	0.0
False/Abandoned 911 Call and 911 Act		1	1	5	6	4	300%	-33%	1.1
Suspicious Person/Vehicle/Property		37	41	32	44	43	16%	-2%	1.5
Persons Reported Missing		5	4	6	6	7	40%	17%	0.6
Search Warrants		0	0	1	0	0	N/A	N/A	0.0
Spousal Abuse - Survey Code (Reported)		9	3	4	25	12	33%	-52%	2.8
Form 10 (MHA) (Reported)		0	2	5	3	2	N/A	-33%	0.5

# ACTION ITEMS





# REQUEST FOR DECISION

Meeting: September 11, 2023  
Agenda Item: 1

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## BYLAW No.1746 – ROAD CLOSURE (walkway) 2<sup>nd</sup> & 3<sup>rd</sup> READINGS

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Council passed 1<sup>st</sup> reading of Bylaw No. 1746 on August 15, 2022. Following the required two weeks circulation, the public hearing was held on September 12, 2022. There were no comments received at the public hearing. The bylaw has returned from the Minister's office (signed) and is now presented for 2<sup>nd</sup> and 3<sup>rd</sup> readings.

Following the passing of the road closure bylaw, the land will be transferred to the adjacent landowners. Additionally, the land use bylaw amendment (to re-zone that walkway to the residential land use district) will be presented for 2nd and 3rd readings following advertising for that public hearing (being prepared for an upcoming Council agenda).



### **RECOMMENDED ACTION:**

Council pass a resolution to give Bylaw No. 1746, a Road Closure Bylaw, 2<sup>nd</sup> and 3<sup>rd</sup> readings.

### **PROPOSED RESOLUTIONS:**

Moved by Councillor \_\_\_\_\_ to give Bylaw No. 1746, a Road Closure Bylaw, 2<sup>nd</sup> Reading.

Moved by Councillor \_\_\_\_\_ to give Bylaw No. 1746, a Road Closure Bylaw, 3<sup>rd</sup> and final Reading.

### **ATTACHMENTS:**

1. Bylaw No. 1746 Road Closure Bylaw (signed by the Minister).

### **APPLICABLE LEGISLATION:**

1. Municipal Government Act, RSA 2000, Chapter M-26, Section

**PREPARED BY:** Tara VanDellen, Development Services Manager

**APPROVED BY:** Abe Tinney, CAO

**DATE:** September 8, 2023

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A BYLAW OF THE **TOWN OF CLARESHOLM** FOR THE PURPOSE OF CLOSING TO PUBLIC TRAVEL AND CREATING TITLE TO AND DISPOSING OF PORTIONS OF A PUBLIC ROADWAY IN ACCORDANCE WITH SECTION 22 OF THE MUNICIPAL GOVERNMENT ACT, CHAPTER M26, REVISED STATUTES OF ALBERTA 2000, AS AMENDED.

WHEREAS, application has been made to Council to have the roadway closed, and

WHEREAS, the Council of the **TOWN OF CLARESHOLM** deems it expedient to provide for a bylaw for the purpose of closing to public travel certain roads or portions thereof, situated in the said municipality and thereafter creating title to and disposing of same, and


WHEREAS, notice of intention of Council to pass a bylaw has been given in accordance with Section 606 of the Municipal Government Act, and


WHEREAS, Council was not petitioned for an opportunity to be heard by any person claiming to be prejudicially affected by the bylaw,


NOW THEREFORE BE IT RESOLVED that the Council of the **TOWN OF CLARESHOLM** in the Province of Alberta does hereby close to Public Travel and creating title to and disposing of the following described highways, subject to rights of access granted by other legislation.

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

  
\_\_\_\_\_  
Chief Elected Official

  
\_\_\_\_\_  
Chief Administrative Officer



For   
Minister of Transportation  
and Economic Corridors

READ a **third** time and finally passed this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

Chief Administrative Officer





ALBERTA  
ARTS, CULTURE AND  
STATUS OF WOMEN

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*Office of the Minister*

Mike Cutler  
President  
Kinsmen Club of Claresholm (1989)  
PO Box 1707  
Claresholm AB T0L 0T0

Dear Mike Cutler:

On behalf of the Government of Alberta, I am pleased to advise you that your Community Facility Enhancement Program (CFEP) Small Application No. CFEP-109598 to assist the Kinsmen Club of Claresholm (1989) with park development of the Amundsen Park has been approved for \$125,000. An electronic transfer of funds in the amount of \$125,000 will be sent to your bank account in the coming weeks and notification will follow.

As Minister of Arts, Culture and Status of Women, I am extremely honoured to support the work of non-profit organizations that aim to foster healthy, vibrant communities across Alberta. The Government of Alberta is proud to support organizations that improve Albertans' quality of life.

Acceptance and use of the grant funds will confirm your agreement with the terms and conditions of the Grant Agreement in your application. The final reporting templates are available online at [www.alberta.ca/community-facility-enhancement-program.aspx/](http://www.alberta.ca/community-facility-enhancement-program.aspx/)

Please note that you will be required to file a statement of accounting and final report upon project completion or within 18 months of the payment date. If you have any inquiries, please contact program administration at 1-800-642-3855.

I wish you continued success with your important work.

Sincerely,

Honourable Tanya Fir  
Minister of Arts, Culture and Status of Women

cc: Chelsae Petrovic, MLA  
Livingstone-Macleod



Office of the Minister  
MLA, Calgary-Hays

AR111878

August 9, 2023

**Subject: 2024 Fire Services Training Program Grant**

Dear Chief Elected Officials:

It is my pleasure to announce that Municipal Affairs is providing \$500,000 in grant funding for the 2024 Fire Services Training Program. Public safety is always a priority and, while we respect that fire services is a municipal responsibility, the Government of Alberta recognizes that a strong provincial-municipal partnership is key to keeping Albertans safe.

This grant provides supplemental funding supports to assist Alberta communities in ensuring their local fire services are adequately trained to respond to identified community risks. Courses that may be approved for delivery under this grant will align with key outcomes below:

- public safety is preserved in Alberta;
- community risks are being effectively managed by local authorities; and
- firefighters are able to receive training in alignment with best practices.

The grant guidelines and application form are available at [www.alberta.ca/fire-services-training-grant.aspx](http://www.alberta.ca/fire-services-training-grant.aspx). Please forward this information to your chief administrative officers and fire chiefs, so they may complete the application form. Collaboration involving multiple municipalities is permitted, but not required.

If you have any questions regarding the grant applications or the program guidelines, please contact Municipal Affairs at 1-866-421-6929 or [firecomm@gov.ab.ca](mailto:firecomm@gov.ab.ca).

This government recognizes the important work of fire services. This grant program will provide fire departments across the province with knowledge and skills to protect their communities.

Sincerely,

Ric McIver  
Minister

The MD will apply on behalf of the region.  
The Grant will help offset the cost of the following courses  
NFPA 1001 level 2  
NFPA 1002  
NFPA 1006  
NFPA 1072 Operations  
NFPA 1051  
S100 G Wildland  
1021 Level 1  
1021 Level 2  
1041 Level 2

## Karine Keys

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**From:** MA Engagement Team <ma.engagement@gov.ab.ca>  
**Sent:** September 6, 2023 9:37 AM  
**Subject:** To decline the meeting request with Minister McIver ABmunis Fall Convention 2023

**CAUTION:** This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Good morning,

Thank you for your request to meet with the Minister of Municipal Affairs, the Honourable Ric McIver, during the ABmunis Fall 2023 Convention.

Unfortunately, due to the large number of meeting requests received, the Minister is unable to meet with your council during the convention. However, please note there is an opportunity to speak with Minister McIver informally during his Open House Reception at the ABmunis Fall Convention on September 27, 2023 from 4:30 p.m. – 6:30 p.m.

If you believe a meeting with the Minister is still necessary, please contact the Minister's Office to request an opportunity to meet at a later date.

Thank you,

Engagement Team  
Municipal Services Division  
Municipal Affairs



Classification: Protected A



Mailing address: PO Box 5146  
High River AB, T1V 1M3  
Office Location: 123 4<sup>th</sup> Avenue SW

Telephone: 403-603-3232  
Toll Free: 1-866-507-6277

Town of Claresholm  
August 28, 2023

Dear Honorable Mayor and Council members,

October is Disability Employment Awareness Month (D.E.A.M.). D.E.A.M. has origins in the USA starting as far back as 1945. It was introduced in Canada many years later and by 2000, had gained significant momentum and continues to engage, educate, and raise awareness about inclusive employment today. In fact, many provinces began proclaiming and celebrating D.E.A.M. over a decade ago, with Manitoba proclaiming D.E.A.M. in 2010, Saskatchewan in 2011 and Alberta, British Columbia, and Ontario shortly after.

Despite the considerable efforts that have been made to diversify the Canadian labor force in recent years, inclusive employment opportunities have substantially worsened. Currently, Canadians experiencing a disability are unemployed, underemployed, or underutilized. Inclusion Foothills employment programs since 2014 have seen 205 adults gain employment with an additional 86 youth in the past 4 years totaling 291 jobs secured by individuals with a pan disability. Overall, Inclusion Foothills serves 1,224 families or 3,751 individuals. These individuals enhance and inspire businesses every day.

Inclusion Foothills is writing to ask that the Town of Claresholm formally proclaim and help celebrate October as Disability Employment Awareness Month (D.E.A.M.) now and forever to make clear your commitment to employment equity joining communities like, Calgary, Edmonton, and others. This declaration will open more doors for individuals by ensuring that all have equal opportunity to full citizenship, social inclusion, and sustained, meaningful employment.

Together, let's celebrate D.E.A.M. and make workplaces as diverse and inclusive as our communities.

On behalf of Inclusion Foothills, thank you for your time and consideration of this request. We look forward to continued conversations on ways to increase employment equity in Claresholm.

Sincerely,

*Heather Pfeil*

President

Inclusion Foothills

# PROCLAMATION

## Disability Employment Awareness Month D.E.A.M.

**WHEREAS** persons with disabilities are valued members of Alberta and deserve the opportunity to live and work in their community where they are respected and rewarded for their efforts, skills, and accomplishments; and

**WHEREAS** persons with disabilities are contributing members of the workforce in Alberta and are a critical part of our effort to build a strong economy; and

**WHEREAS** there is a rich network of nonprofit agencies, practitioners, policy makers, consumer organizations, consumers and their families committed to promoting and strengthening employment opportunities for persons with disabilities in the Province of Alberta; and

**WHEREAS** Alberta's employers, both in public and private sector, can benefit further from the positive outcomes empowering disabled persons to have equal opportunity to social inclusion, and sustained, meaningful employment; and

**WHEREAS** October is Disability Employment Awareness Month that has origins in the U.S. starting as far back as 1945. It was introduced in Canada in 2000 with Manitoba, Alberta, Saskatchewan, and Ontario proclaiming and celebrating over a decade ago; and

**WHEREAS** proclaiming October as Disability Employment Awareness Month will help raise awareness about disability employment issues and will serve to celebrate the contributions of persons with disabilities.

**THEREFORE, LET IT BE KNOWN THAT WE,** Members of the Claresholm Town Council do hereby proclaim October 2023 as Disability Employment Awareness Month (D.E.A.M) in the Town of Okotoks.

Dated this \_\_\_\_ day of \_\_\_\_\_, 2023

Signed by \_\_\_\_\_





**THE TERRY FOX RUN**  
FOR CANCER RESEARCH

September 5, 2023

Claresholm Mayor and Councillors  
Town of Claresholm

To Whom It May Concern:

The annual Terry Fox Run for Cancer Research is just around the corner. The Town of Claresholm continues to shine in supporting Terry's legacy. The date for this year's run is **Sunday, September 17<sup>th</sup> at 2 pm**, starting and ending at the Claresholm Fire Hall.

We hope to see you and other members of the Council on Sunday, September 17<sup>th</sup>. It would be appreciated if a representative from the Town could say a few words as we prepare to send everyone off on the Run at 2 pm. Please contact me at (403) 625-9686 for further information. Thank you for your continued support.

Sincerely,

Debbie Lozeman  
Terry Fox Run Coordinator

**THE TERRY FOX RUN: Sunday, September 17, 2023**

BN/Registration Number : 10809 9979 RR0001





# REQUEST FOR DECISION

Meeting: September 11, 2023  
Agenda Item: 7

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## ATCO (Natural Gas) Franchise Fee

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### **BACKGROUND**

ATCO franchise fees are essentially the rent or lease costs ATCO pays the Town to have their infrastructure (pipelines, etc.) on Town land and exclusive rights to the distribution of Natural Gas within the Town of Claresholm. These fees are in turn charged directly to the consumer (residents and businesses) on their gas bill. Most municipalities in Alberta have franchise fees.

Council has the ability to change the rate for our ATCO (natural gas) franchise fee. As per our agreement, we must notify ATCO of any changes. We do not require a motion if Council does not want to make changes.

### **DISCUSSION**

Claresholm's rate is currently 10%. As detailed in the attached chart, Claresholm is lower than the majority of communities – out of 65 communities (not including Claresholm), there are 4 that are lower than Claresholm (Coalhurst – 7.5%, Hill Spring – 5%, Nobleford 0%, and Standard 0%) and one that is the same (Vauxhall). The other 60 are higher, many significantly so – all the way up to 35%. Average for the 65 communities is 18.55%. This chart is based on rates effective as of April 2021.

Communities we generally compare ourselves to for tax rates and such include those in close proximity to us, including Fort Macleod (12.5%), Nanton (17%), High River (20%), Stavely (11%), and Granum (12%), and those of similar size and distance from larger urban communities, including Vulcan (35%), Raymond (15%), and Cardston (15%).

Based on our current rate, and ATCO's projection for 2024 delivery tariff revenue, it is estimated that our 2024 revenue from ATCO Franchise Fees will be \$125,279. This is a projected decrease from 2022 actuals or 2023 projections. 2022 was 139,963, and 2023 was projected at \$141,791.

If Council chose to increase the ATCO Franchise Fee rate to 11% this would result in estimated revenues of \$137,807, bringing revenues up closer to on par with the last couple years, otherwise tax revenues will have to be increased to make up this difference. 12% would bring revenues up to \$150,335.

Franchise Fees to Utility Companies can be a fairly significant portion of an urban municipalities' revenue. The Town often makes comparisons to other municipalities for different rates we may charge our residents, especially around Property Tax rates. Comparison of Tax rates however can often be misleading for various reasons. Franchise fees is one reason these comparisons can be misleading.

To illustrate, if Municipality A has charges of \$1,000 of tax per \$100,000 of property assessment value, and Municipality B charges only 950, the public in Municipality A may claim taxes are too high. But this may be ignoring the fact that Municipality A charges a 10% franchise fee and Municipality B charges a 35% (like Vulcan) and therefore Municipality B, is likely collecting in excess of \$100 more per year in franchise fees to residents than Municipality A, so net total Municipality B is more expensive, it just is hidden on their energy bills. Rates for ATCO Franchise Fees can be set anywhere from NIL (0%) to 35%.

Claresholm's Fortis Franchise Fees (electricity) is similarly well below average and Council did make a motion in November 2021 to increase that rate from 4% to 5%.

### **RECOMMENDATION**

Administration has noted above the difficulty in comparing tax rates, and other financial and level of service comparisons, with other communities when other rates are significantly below the average, or below other communities we are comparing ourselves to. Administration therefore is recommending an increase to the ATCO Franchise Fee rate of at least 2%, to balance both the ATCO projected decrease in revenues, and inflationary costs.

If a change is made, there are advertising requirements that will have to be met prior to the increase, which will occur prior to the new year.

If Council would like to leave the rate unchanged no motion is required.

### **POSSIBLE RESOLUTION**

Moved by Councillor \_\_\_\_\_ to approve a rate change in the ATCO Franchise Fee from 10% to 12% (or a different percentage as desired by council).

#### **ATTACHMENTS:**

- 1) ATCO Letter – RE: ATCO Gas and Pipeline Ltd. Franchise Agreement
- 2) Franchise Fee Rate Comparison Chart

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

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APPROVED BY: Abe Tinney – CAO

DATE: September 6<sup>th</sup>, 2023

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29 August 2023

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

**Attention: Mr. Abe Tinney, Chief Administrative Officer**

**RE: ATCO Gas and Pipelines Ltd. Natural Gas Distribution Franchise Agreement**

As you are aware, ATCO Gas pays the Town of Claresholm a franchise fee. The franchise fee is collected from customers in Claresholm and is based on a percentage of our Delivery Tariff. In Claresholm, this percentage currently is 10.00%.

In 2022, our Delivery Tariff revenue in Claresholm was \$1,399,631. Our forecast Delivery Tariff revenue for 2024 is \$1,252,790. Therefore, based on the current franchise fee percentage, your forecast 2024 franchise fee revenue would be \$125,279.

Please note that the forecast 2024 Delivery Tariff revenue can be impacted by changes in customer operations and weather. Additionally, ATCO Gas has utilized forecast 2024 delivery rates, however, they are not yet approved by the Alberta Utilities Commission. ATCO Gas commits to providing updated franchise fee revenue forecasts at a future date should there be material impacts related to the update of these forecast assumptions.

Pursuant to our franchise agreement, you have the option to change the franchise fee percentage in 2024. A request to change the franchise fee must be received by ATCO in writing prior to November 1, 2023. If you are considering changing the franchise fee in 2024, please contact us as soon as possible to begin the process.

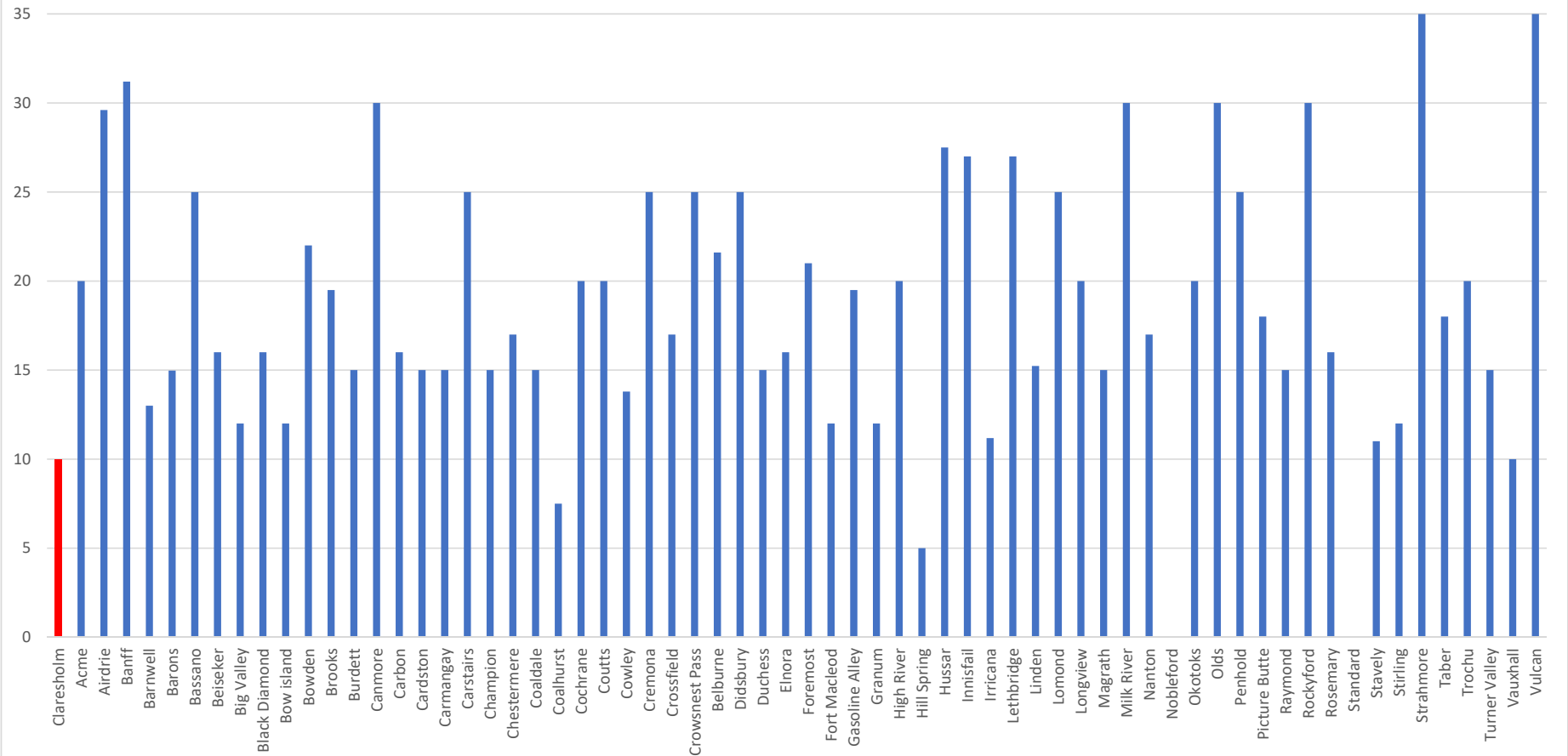
We trust you will find this information useful, and, if you have any questions or require anything further, please do not hesitate to contact me at [Dan.Magnan@atco.com](mailto:Dan.Magnan@atco.com).

Yours truly,



Dan Magnan  
Manager, Lethbridge Operations  
ATCO Natural Gas Division

ATCO Franchise Fee Comparison - Feb 1, 2022  
(Average rate 18.55%)





# REQUEST FOR DECISION

Meeting: September 11, 2023  
Agenda Item: 8

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## COMMITTEE VACANCIES

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### **DESCRIPTION:**

At the March 27, 2023 regular meeting of Council, Council made motions in order to cover the board and committee appointments vacated by former Mayor Chelsae Petrovic when she opted to take a leave of absence from Council. At the June 26<sup>th</sup> regular meeting of Council, these temporary appointments were extended until after the By-Election.

With the resignation of Councillor Brad Schlossberger on July 18<sup>th</sup> in order to run for Mayor, further vacancies on boards and committees became an issue. All of Brad's committees were contacted and all were willing to wait until after the By-Election for a new appointee.

On Wednesday, September 6<sup>th</sup>, Cheryl from the Regional Landfill Commission contacted the Town and asked if there is an alternate available for their board as they have a meeting on Tuesday, September 12<sup>th</sup> at 10:00 a.m. This is a necessary meeting. The representative from the Town of Fort Macleod has fallen ill and they will not have quorum without another representative present.

Administration is requesting that Council appoint a member of Council as the temporary representative to the Regional Landfill Commission until the Organizational Meeting of Council on Monday, September 25<sup>th</sup> when a definite appointee can be chosen. Councillor Meister is able to attend this meeting as it is early in the morning on Tuesday and has agreed to be present as a Town representative.

### **PROPOSED RESOLUTION:**

Moved by Councillor \_\_\_\_\_ to appoint Councillor Meister as the Town of Claresholm's representative to the Regional Landfill Commission until September 25, 2023 when a permanent appointee can be chosen.

PREPARED BY: Karine Keys, Finance Assistant

APPROVED BY: Abe Tinney, CAO

DATE: September 8<sup>th</sup>, 2023



# REQUEST FOR DECISION

Meeting: September 11, 2023

Agenda Item: 9

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## 2023 ALBERTA MUNICIPALITIES CONVENTION

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### **DESCRIPTION:**

The 2023 Alberta Municipalities Convention is being held in Edmonton from September 27-29, at the Edmonton Convention Centre. Three members of Council were scheduled to attend as well as the CAO.

With the by-election of a new Mayor and one new Councillor on September 18th, Council has stated that they feel that all members of Council should attend the convention. As this was not budgeted for this year, Council needs to pass a motion for the extra expenditure to send more attendees.

You will find the Agenda attached as well in order to familiarize yourself with the convention.

### **PROPOSED MOTION:**

Moved by Councillor \_\_\_\_\_ to approve the out-of-budget expenditure of increasing the costs for convention expenses from \$8,000 to \$14,000 for the 2023 year to facilitate a harmonious transition to a new Council.

### **ATTACHMENTS:**

- 2023 Convention Agenda

PREPARED BY: Karine Keys, Finance Assistant

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APPROVED BY: Abe Tinney, CAO

DATE: September 8<sup>th</sup>, 2023

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## 2023 Alberta Municipalities Agenda

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**Please note: All agenda items and times are subject to change. We recommend you check the agenda closer to the event's start date for the most accurate details.**

### Wednesday, September 27

7:30 a.m. – 5:30 p.m.	Registration
7:30 a.m. – 8:30 a.m.	Hot Buffet Breakfast
8:30 a.m.	Morning Announcements
9:15 a.m. – 10:30 a.m.	Education Sessions [5 concurrent]
11:00 a.m. – 12:15 p.m.	Education Sessions [5 concurrent]
12:15 p.m. – 1:30 p.m.	Buffet Lunch
1:30 p.m. – 3:00 p.m.	Opening Ceremonies & Keynote Speaker: Kendal Netmaker
3:00 p.m. – 5:30 p.m.	Trade Show Opens - Trade Show Dessert Reception
4:30 p.m. – 6:00 p.m. After	Alberta Municipal Affairs Reception
6:00 p.m.	Sponsors' Networking Events

### Thursday, September 28

7:00 a.m. – 4:00 p.m.	Registration
7:30 a.m. – 8:30 a.m.	Hot Buffet Breakfast
8:20 a.m.	Morning Announcements
9:00 a.m. – 10:15 a.m.	Education Sessions [5 concurrent]
10:00 a.m.	Trade Show Opens
10:30 a.m. – 11:30 a.m.	Building Respectful Municipal-Indigenous Relations
11:30 a.m. – 1:30 p.m.	Trade Show Buffet Lunch and Prize Draws
1:45 p.m. – 2:20 p.m.	Thursday Keynote: Bean Gill
2:30 p.m. – 5:00 p.m.	Resolutions
5:00 p.m. – 6:00 p.m.	Women in Government Reception
6:00 p.m. – 9:00 p.m.	City of Edmonton Reception
After 6:00 p.m.	Sponsors' Networking Events

### Friday, September 29

7:00 a.m. – 1:00 p.m.	Registration
7:00 a.m. – 8:30 a.m.	Hot Buffet Breakfast
8:00 a.m.	Morning Announcements
8:10 a.m. – 9:10 a.m.	Alberta Municipalities AGM Including Board of Director Elections
9:15 a.m. – 9:45 a.m.	Leader of the Opposition Address
10:00 a.m. – 10:30 a.m.	Premier's Address
10:45 a.m. – 12:00 p.m.	Minister Dialogue Session
12:05 p.m. – 12:50 p.m.	Closing Entertainment – <i>The Debaters Live</i>
12:50 p.m.	Close Convention
1:00 p.m.	Bag Lunch-to-go



**Town of Claresholm**  
**Income Statement by Object**  
**July 31, 2023**

	<b>JULY</b>	<b>2023 YTD</b>	<b>2023 BUDGET</b>	<b>YTD % of Budget</b>
<b>Revenue</b>				
Net municipal taxes	0.02	(4,417,750.89)	(3,742,694.00)	118% <b>1</b>
Special assessments	2,900.00	(3,289.54)	(3,290.00)	100%
User fees and sales of goods	(231,565.74)	(1,787,570.69)	(3,448,961.00)	52%
Government transfers for operating	(100,884.60)	(379,756.71)	(432,912.00)	88%
Investment income	(18,555.29)	(106,333.25)	(105,000.00)	101%
Penalties and costs of taxes	(38,982.64)	(89,859.89)	(86,600.00)	104%
Licenses and permits	(2,694.60)	(71,975.39)	(113,500.00)	63%
Other local government transfers	(30,846.89)	(181,416.01)	(217,839.00)	83%
Proceeds from disposal of capital assets	-	(45,900.00)	(60,000.00)	77%
Franchise and concession contracts	(20,385.51)	(183,584.86)	(292,000.00)	63%
Rental	(1,779.45)	(57,956.22)	(130,700.00)	44%
Other	(9,435.69)	(49,766.75)	(99,700.00)	50%
Government transfers for capital	-	(291,651.00)	(1,319,018.00)	22%
Other external funding for capital	-	-	(148,500.00)	0%
	<b>(452,230.39)</b>	<b>(7,666,811.20)</b>	<b>(10,200,714.00)</b>	<b>75%</b>
<b>Expenses</b>				
Salaries, wages and benefits	268,335.71	1,923,243.59	3,319,536.00	58%
Contracted and general services	151,472.32	1,117,125.78	1,903,817.00	59%
Materials, goods, supplies, and utilities	191,639.49	842,108.87	1,422,626.00	59%
Bank charges and short-term interest	59.59	564.78	1,200.00	47%
Interest on long-term debt	-	101,330.21	204,579.00	50%
Other expenditures	558.00	24,539.08	29,490.00	83%
Transfers to organizations and others	67,156.88	266,896.43	376,682.00	71%
Amortization	-	-	1,792,787.00	0%
	<b>679,221.99</b>	<b>4,275,808.74</b>	<b>9,050,717.00</b>	<b>47%</b>
Internal Transfers				
Internal transfers	(9,252.60)	(15,687.53)	-	
<b>Net Income</b>	<b>217,739.00</b>	<b>(3,406,689.99)</b>	<b>(1,149,997.00)</b>	
<b>Other</b>				
Transfers to/from reserves	-	-	30,648.00	0%
Capital expenditures	216,056.23	680,673.65	2,559,262.00	27%
Debt Proceeds	-	-	-	
Debt Principal Repayment	-	134,245.19	352,874.00	38%
Amortization addback	-	-	(1,792,787.00)	0%
	<b>433,795.23</b>	<b>(2,591,771.15)</b>	<b>-</b>	

**Notes**

- 1** Tax and requisition revenues are in excess of budget due as this line item is net requisitions. There are still three quarterly school tax payment to be made, which will reduce actuals for this line item as the year continues.



**Town of Claresholm**  
**Income Statement by Function**  
**July 31, 2023**

	JULY	2023 YTD	2023 BUDGET	YTD % of Budget
<b>Revenue</b>				
Tax and requisition revenue	(77,841.26)	(4,797,447.64)	(4,250,494.00)	113% <b>1</b>
General administration revenue	(156,213.75)	(226,075.56)	(179,800.00)	126%
Police	(82.16)	(1,364.74)	(4,000.00)	34%
Fire	-	(17,277.27)	(19,000.00)	91%
Bylaw enforcement	(235.00)	(12,271.51)	(11,000.00)	112% <b>2</b>
Common equipment pool	-	(45,900.00)	(60,000.00)	77%
Roads, streets, walks, lighting	500.00	(172,523.00)	(1,121,165.00)	15%
Water supply and distribution	(75,994.19)	(863,459.71)	(2,008,332.00)	43%
Wastewater treatment and disposal	(23,896.52)	(309,989.27)	(630,148.00)	49%
Garbage Collection	(19,075.09)	(226,110.22)	(441,000.00)	51%
Recycling	(9,131.22)	(158,513.97)	(304,171.00)	52%
FCSS	(58,931.49)	(180,051.76)	(234,774.00)	77%
Cemetery	(125.00)	(13,115.00)	(22,000.00)	60%
Physician recruitment	-	(1,963.90)	(1,000.00)	196% <b>3</b>
Economic development	(285.00)	(228,204.49)	(242,077.00)	94%
Land use planning, zoning and development	(1,609.60)	(40,265.39)	(105,100.00)	38%
Parks and recreation	(28,001.28)	(369,625.60)	(530,390.00)	70%
Culture - libraries and museum	(1,308.83)	(2,652.17)	(36,263.00)	7%
	<u>(452,230.39)</u>	<u>(7,666,811.20)</u>	<u>(10,200,714.00)</u>	
<b>Expenses</b>				
Legislative	7,538.13	54,546.13	116,150.00	47%
Administration	106,047.82	919,248.69	1,415,271.00	65%
Police	-	151,076.00	224,238.00	67%
Fire	20,769.28	121,194.71	216,567.00	56%
Bylaw enforcement	10,052.67	65,773.96	129,942.00	51%
Common and equipment pool	58,804.59	346,116.82	528,598.00	65%
Roads, streets, walks and lighting	71,277.49	312,488.41	614,455.00	51%
Storm sewers and drainage	282.18	7,123.19	13,140.00	54%
Water supply and distribution	98,151.54	576,877.27	1,007,413.00	57%
Wastewater treatment and disposal	23,138.33	85,286.70	164,363.00	52%
Garbage Collection	25,792.13	215,522.23	374,030.00	58%
Recycling	21,824.12	166,395.86	310,477.00	54%
FCSS	13,880.57	169,174.43	246,869.00	69%
Daycare	1,772.00	16,140.00	25,000.00	65%
Cemetery	3,512.88	16,144.10	24,519.00	66%
Physician recruitment	-	2,118.55	3,000.00	71%
Economic development	23,094.88	188,596.38	354,267.00	53%
Agriculture - weed and pest control	1,627.50	3,717.90	21,609.00	17%
Land use planning, zoning and development	23,606.86	129,026.48	304,158.00	42%
Parks and recreation	93,009.11	491,619.62	798,443.00	62%
Culture - libraries and museum	75,039.91	237,621.31	365,421.00	65%
Amortization	-	-	1,792,787.00	0%
	<u>679,221.99</u>	<u>4,275,808.74</u>	<u>9,050,717.00</u>	
<b>Net Income</b>	<u><b>217,739.00</b></u>	<u><b>(3,406,689.99)</b></u>	<u><b>(1,149,997.00)</b></u>	

**Notes:**

- 1** Tax and requisition revenues are in excess of budget due as this line item is net requisitions. There are still two quarterly school tax payment to be made, which will reduce actuals for this line item as the year continues.
- 2** Animal licenses are over budget, primarily due to increase in license fees. Cleanup costs revenue (charge back) is also over budget due to a relatively large unsightly cleanup file at a single property.
- 3** Physician recruitment revenue is RPAP Grant funding, based on grant funds spent. Expenditures are under budget.



# Town of Claresholm

**Council Committee Report**

**Date: September 11, 2023**

<b>Mayor (Vacant)</b>	
<b>Councillor Carlson</b>	
<b>Councillor Cutler</b>	
<b>Councillor Kettles</b>	<p>Learn-a-Lot Playschool The staff and parents of the Playschool are preparing for another great school year. There were a number of personnel and board member changes over the summer but everyone is coming together to prepare for the year. Finances for the school are solid and classes are full</p> <p>Claresholm Golf Course Club It has been a demanding year for the club with the dry weather. The club has fully implemented its water conservation strategy and has been able to maintain the quality of course conditions using its internal water storage with the occasional rain storm helping out. Finances are on a solid foot but there are significant requirements in the future with the focus on replacing the aging irrigation system on the front nine and keeping the back nine in good repair. Fall tournaments are coming up which should leave the club on successful ground for the year. The fall fundraising Raffle is currently running with only 200 tickets printed and a number of significant prizes available.</p>

Note: Individual Councillor reports are non-binding, and do not represent the will of Council. Council may only act by resolution in accordance with section 180(1) of the *Municipal Government Act, R.S.A 2000*.





# Town of Claresholm

## Councillor Meister

### Welcoming Claresholm

We had our last meeting with Brady in attendance. We thanked him for all of his efforts! Griselda took over as chair for the committee. There are a few events coming up for welcoming week. The roller disco on the 9th, a soccer game, rock painting with FCSS on the 15th, and a monthly meet and greet at the elementary school.

### FCSS

211 is used for referrals to services but in rural communities it is not a very effective tool when all recommendations lead to FCSS offices. This highlights the difference of resources that are readily available in larger urban areas. The YOT will be moving to a different location as we start back up after summer break. Kim Bereth was hired for the senior services role. 50 people attended the sr. brunch. Almost \$5000 was raised by the smile cookie campaign! Homelessness issues are becoming more common and there is very little that can be done to help those who are in need. Palliative care training will be offered sometime in oct. or nov. We are still experiencing difficulties with Alberta works. There seems to be little desire to help those who come in and many are told to come to FCSS for issues that should be dealt with by AB works. The time and attention that is needed to help individuals is usually substituted by giving a phone # or e-mail address. E-mail addresses and lack of technology is still hindering a large portion of those who need help. They have a public computer but again, most are left to navigate on their own. There is no public wi-fi for those who need it to access info on their devices and do not have data. Any GOA queries and forms should be directed to Alberta works. I wonder why we have an office if they are not fulfilling their mandated role in the community!?

### Claresholm social centre

Our name is officially changed and new signs have gone up! Summer rentals were good. We have our new PA system. Looking at adding new activities and Sunday bingos are on the list. Still



# Town of Claresholm

	looking for an office assistant, mostly to help with social media. Strategic planning will take place in October.
<b>Councillor (Vacant)</b>	
<b>Councillor Zimmer</b>	

## COUNCIL RESOLUTION STATUS

Regular Scheduled Meeting - May 8, 2023				
D2	DELEGATION: Gary Watson - Request to move the RCAF monument to Centennial Park with approval and assistance from the Town of Claresholm.	Abe/Jace	M.D. wishes for the monument to remain at the airport.	Complete
Regular Scheduled Meeting - May 23, 2023				
7	RFD: Southern Alberta Summer Games - Moved by Councillor Cutler to advise Administration to contact the Town of Fort Macleod and the Southern Alberta Recreation Association to determine if there is a possibility that the Town of Claresholm could partner with the Town of Fort Macleod in order to co-host the 2025 Southern Alberta Summer Games. CARRIED MOTION #23-091	Abe	Administration has reached out to Fort Macleod to determine interest. Fort Macleod will consider co-hosting with Claresholm if they apply to host in 2025.	Complete
Regular Scheduled Meeting - June 12, 2023				
18a	IN CAMERA: Moved by Councillor Cutler to direct administration to prepare a public participation plan as discussed in closed session. CARRIED MOTION #23-110	Abe	Planning on hold until after by-election and further direction is received from Council.	Ongoing
Regular Scheduled Meeting - June 26, 2023				
3	CORRES: Alberta Municipal Affairs - Moved by Councillor Schlossberger to request a meeting with the Hon. Ric McIver Minister of Municipal Affairs at the Alberta Municipalities Convention September 27-29, 2023 to discuss municipal funding. CARRIED MOTION #23-112	Karine	Response received by email on Sept 6, 2023 declining the meeting at this time	Complete
Regular Scheduled Meeting - August 14, 2023				
7a	IN CAMERA: Land - Moved by Councillor Cutler to begin the subdivision process and transfer of adjacent land, with all costs to be borne by the landowner located at 4526 1 Street West. CARRIED MOTION #23-128	Tara	Surveyor contacted to begin subdivision process.	Complete
7b	IN CAMERA: Land - Moved by Councillor Meister to allow the subdivision application and transfer of the existing and proposed new field locations to Shane & Katrina Carlson located at 5705 5 Street West, to be consolidated within their existing parcel, provided all costs associated are borne by the Carlson's as per the preliminary subdivision plan. CARRIED MOTION #23-129	Tara	Subdivision application process begun	Complete

7c	IN CAMERA: Land - Moved by Councillor Carlson to transfer land to the Claresholm Skatepark Association for the purpose of building a skate park as presented on the condition that a transfer agreement be reached at a later date. CARRIED MOTION #23-130	Tara	Quote for subdivision, land value investigated and included on Skatepark's grant application. Waiting for grant outcome prior to proceeding.	Complete
7d	IN CAMERA: Land - Moved by Councillor Cutler to accept the offer in the amount of \$92,000.00 with conditions submitted by Hailstorm Security Inc. for the property located at Lot 7&8, Block 4, Plan 7910032. CARRIED MOTION #23-131	Abe/Tara	Deposit secured	Complete
7e	IN CAMERA: Personnel - Moved by Councillor Kettles to approve the CAO Evaluation as presented in Closed Session. CARRIED MOTION #23-132	Abe	Evaluation has been filed	Complete

PREPARED BY: Karine Keys, CLGM, Finance Assistant

APPROVED BY: Abe Tinney, CAO

DATE: September 8, 2023

# INFORMATION ITEMS



# MUNICIPAL PLANNING COMMISSION MINUTES

**July 7, 2023**

**Town of Claresholm – Council Chambers**

**Attendees:** Brad Schlossberger - Council Member (Chairperson)  
Doug Priestley - Member-at-Large  
Kieth Carlson – Council Member  
Kandice Meister – Council Member

**Staff:** Tara VanDellen – Development Services Manager  
Tracy Stewart – Development Assistant

**Public:** Walid Bakhit and Jason Cayetano

**Regrets:** Jeff Kerr – Member-at-Large (Vice Chairperson)

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**8:59 a.m.**

**Call to Order /Adoption of Agenda**

**Motion to adopt the  
Agenda by  
Councilor Meister**

**Seconded by  
Doug Priestley**

**CARRIED**

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**Adoption of Minutes**

- April 21, 2023

**Motion to adopt the  
Meeting Minutes by  
Councilor Carlson**

**Seconded by  
Doug Priestley**

**CARRIED**

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**Item 1: ACTION**

**DEVELOPMENT PERMIT**

File: D2023.022  
Applicant: 1692810 Alberta Ltd.  
Owner: 1692810 Alberta Ltd.  
Legal: Lot 8, Block 2, Plan 0310714  
Regarding: Addition & change in use from Food  
Processing Facility, Major to Abattoir

**Motion to approve with  
conditions by  
Councilor Carlson**

**Seconded by  
Doug Priestley**

**CONDITIONS(s):**

**CARRIED**

1. *The applicant shall obtain all relevant **Safety Code Permits (Building, Plumbing, Gas, Electrical)***
-



# MUNICIPAL PLANNING COMMISSION MINUTES

July 7, 2023

Town of Claresholm – Council Chambers

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*and approvals based on current-dated construction drawings that are endorsed by a professional engineer where required.*

2. *The applicant shall obtain all relevant provincial and federal approvals, including but not limited to approval from the Canadian Food Inspection Agency and provide copies to the Town of Claresholm Development Department.*
3. *Applicants shall ensure that **building materials and waste materials** on the premises are removed or contained and secured in such a manner that prevents such material from being blown off or scattered from the property.*
4. *The applicant shall obtain an Alberta One Call prior to any digging. 1-800-242-3447.*
5. *Pursuant to the Town of Claresholm Land Use Bylaw No. 1525 and Policy PLDE0409, Planning and Development Fees, the applicant shall provide either:
  - a) *An irrevocable letter of credit, or*
  - b) *A deposit,**In the amount of \$1,500 to the Town of Claresholm to cover the costs of any damage to municipal property and/or infrastructure and as security to ensure that the applicant adheres to the conditions of the permit.**
6. *All animals are to be unloaded and held for processing inside only.*
7. *Any signs will require a separate sign permit application.*
8. *Any further changes to issued permits or site plans require prior approval by the Town of Claresholm before proceeding with any changes.*
9. *Any damage to infrastructure during construction (water shut off, sidewalks, etc.) is the responsibility of the applicant to cover the costs of remedy.*
10. *Any contractors or tradespersons require a valid Town of Claresholm business license prior to proceeding with any work.*

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## Item 2: ACTION

## HOME OCCUPATION

File: D2023.046  
Applicant: Jacob Peddle  
Owner: John Nielson  
Address: 216 53 Avenue E  
Legal: Lot 4, Block 118, Plan 7511032  
Regarding: Landscaping and lawn care services

Motion to approve with  
conditions by  
Doug Priestley

Seconded by  
Councilor Carlson

**CARRIED**

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# MUNICIPAL PLANNING COMMISSION MINUTES

**July 7, 2023**

**Town of Claresholm – Council Chambers**

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**CONDITION(S) –**

1. The applicant shall adhere to the stipulations stated in Schedule 10, of the Town of Claresholm Land Use Bylaw No. 1525.
2. As per, Schedule 10, of the Town of Claresholm Land Use Bylaw No. 1525, Municipal Planning Commission would like to emphasize that all permits issued for home occupations shall not involve the display or storage of goods and equipment upon or inside the premises in such a manner that these items are exposed to public view.
3. As per, Schedule 10, of the Town of Claresholm Land Use Bylaw No. 1525, Municipal Planning Commission would like to emphasize that all permits issued for home occupations must be renewed annually and may be subject to periodic reviews and may be revoked if the Municipal Planning Commission determines that the use has become detrimental to the residential character and amenities of the neighborhood.
4. Please note that the home occupation development permit will lapse/expire if a business license is not obtained within 1 year from the date of approval, or subsequently, if the business license is not purchased annually.
5. Any intensifications of use or additional vehicles/employees will require a new application.
6. Any trailer and business vehicles must be parked solely on property (driveway/shed) and not block any adjacent driveways or properties.

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**Item 3:**

**In Camera – Advice from officials, FOIP Section 24**

**Motion to go in camera at  
9:19 am by Councilor  
Meister**

**Seconded by Doug Priestley**

**Motion to come out of in  
camera at 10:15 am by  
Councilor Carlson**

**Seconded by Councilor  
Meister**

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# MUNICIPAL PLANNING COMMISSION MINUTES

**July 7, 2023**

**Town of Claresholm – Council Chambers**

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**10:16 a.m.**

**Motion to adjourn by  
Doug Priestley  
CARRIED**

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# CLARESHOLM AND DISTRICT MUSEUM BOARD MEETING

Town Office Meeting Room

June 21, 2023

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

Absent: Mich Forster

1. Call to order by Barry Gibbs at 3:03 PM. Motion made for the adoption of agenda as presented by Barry Wood. **CARRIED**

2. Correspondence – letter of resignation from Ali Hemmaway. The board discussed what long term effects Ali's resignation would have on the museums plans and goals. The museum had begun to do such great work with the Archival collection and Artifact collection and now need to find a way to continue that professional momentum. To lose a key employee at the first of such a short season is very disappointing. Motion made by Kandice Meister for adoption of minutes from May 17, 2023. **CARRIED**

3. Museum Financial Report from June 21, 2023, was reviewed by Bill Kells and the board members. Barry Wood moved the financial report be accepted. **CARRIED**  
While reviewing the financials there were questions on the salaries of the museum staff. Recent postings for a summer position received little response. Are the salaries competitive in todays staffing market. Motion was made by Barry Wood that the board requests a review of staff wages to be done by the Claresholm town administration. **CARRIED**

4. Executive Directors Report – There were no responses to a temporary summer position that was advertised in the local paper and on Facebook. Despite the lack of responses to our advertisements, we were successful in hiring Molly Smeltzer for the position and she starts on June 27, 2023.

– Odyssey Unlimited bus tours have started to arrive at the Museum. Two tours have been received so far in June with one more scheduled in late June. The Friends of the Museum are on hand with coffee and cookies and all visitors are warmly greeted. The comments in the museum guest book are very complimentary and followed up with generous donations.

– A meeting will be planned with the Town, The Friends and Bill Kells regarding revenue from the bus tours and the monies not being reflected in the town operating budget.

-The museum was busy with school tours in May and June. A total of six classes and 175 kids.

-A partnership between Claresholm Museum, Heritage Acres Farm Museum and High River Museum has allowed for the purchase of old-fashioned candy canes and saltwater taffy for the gift store. The gift store will also include mugs, magnets, books, and some jewelry.

– Father's Day car show was successful. It brought in folks from all over the region, but mostly Claresholm locals, which is a demographic we are targeting. There were 150 people tallied going thru the Exhibit Hall. The Lions Club, the Claresholm Social Centre, The Friends of the Museum and Claresholm Porcupine Hills Classic Cruisers were

pleased with the turnout.

- The 4x8 museum signs are up on the Exhibit Hall building and look great, thanks go out to the Town Crew for the installation. A Facebook post acknowledging the sponsorship of Alvin and Maria Kelly, KFJ signs and the Town crew was made.
- Fair Days in August is going to be different this year. The theme is “the good old days.” It will be a four-day event starting Thursday with a pancake breakfast, chili cookoff and a movie night. Friday will include a kid’s market, kite festival, animal show, Tug of war, Lawn Tractor races and end with a family outdoor dance. Saturday will start with the parade, street market, drifting demo, old fashioned games, and Tea on the Lawn at the museum. Sunday a non-denomination church service at Amundsen Park.

5. Events Planning Committee – A quick meeting was held to make sure everything was ready for the Father’s Day Car Show. Canada Day is next and should be an easy day. An idea for the float has been discussed with details to follow.

6. Marketing committee – At the June 14 meeting the committee decide that it needs to review the list of projects and set priorities.

-Social media is trending in a positive way with google searches and viewing of the museum profile.

-The on-line program “Historic Places” which is part of the National Historic Sites program has featured our museum and the High River Museum’s website refers to our Station as it was once a part of the same building.

–Letters have been mailed out to Bus Tours as a reminder of our “Tour Bus Hosting” offer which provides a cookie, coffee, and tea reception upon adequate notice by the tour operators visiting our museum. The Odyssey Tour group have decided to visit our museum rather than previous stop at “Bomber Command” in Nanton. It was felt that our museum appealed to more of the tour riders.

– It was recognized the need to revitalize the existing sign in the front of the station. Ideally, we would like to purchase solar powered electric signage which would show up much better and have a greater eye appeal.

7. Motion for adjournment by Barry Gibbs at 4:59. **CARRIED**

Next meeting July 19, 2023, at 3:00 PM



Barry Gibbs

Board Chair

# BOARD REPORT



**CHINOOK**  
ARCH REGIONAL  
LIBRARY SYSTEM

Chinook Arch Library Board Meeting - August 3, 2023

## Summer Reading Program 2023!

The Chinook Arch Summer Reading Program is in full swing! SRP Coordinators Amy Kim and Tori Norlin have made nearly 40 visits to libraries to deliver their program. So far, 435 kids have attended. Thanks to Amy and Tori for a wonderful summer!



## Resource Sharing Agreement

Chinook Arch has a long-standing agreement with the City of Lethbridge Library Board that acknowledges the Lethbridge Public Library's contribution to the System through its collections, expertise, and resources. The agreement is reviewed by both parties every two years. No changes to the agreement are recommended by the Chinook Arch Library Board at this time.

# Board Members Present

Arrowwood	Corry Walk
Barons	Ron Gorzitza
Cardston	Marsha Jensen
Coutts	Stephen A. Pain
Crowsnest Pass	Doreen Glavin
Fort Macleod	Jim Monteith
Hill Spring	Suzanne French
Lethbridge (County)	Tory Campbell
Lomond	Marie Logan
Magrath	Darryl Christensen
Milk River	Anne Michaelis
Nanton	Amanda Bustard
Pincher Creek	Mark Barber
Pincher Creek M.D.	Dave Cox
Stavely	Chelsey Hurt
Taber M.D.	Tamara Miyanaga
Vauxhall	Marilyn Forchuk
Vulcan County	Doug Logan
Ministerial Appointment	Vic Mensch (Chair)

## Regrets

Claresholm	Kelsey Hipkin
Coaldale	Jordan Sailer
Picture Butte	Teresa Feist
Raymond	Kelly Jensen
Stirling	Gary Bikman
Taber	Monica McLean
Vulcan	Debra Wyatt
Willow Creek M.D.	Maryanne Sandberg
LPL Resource Centre	Brendan Cummins

## Absent

Barnwell	Jane Johnson
Cardston County	Tom Nish
Carmangay	Sarah Mitchell
Champion	Terry Penney
Coalhurst	Lyndsay Montina
Glenwood	Linda Allred
Lethbridge (City)	Robin Harper
Milo	Christopher Northcott
Nobleford	Melissa Jensen
Warner	Derek Baron
Warner County	Morgan Rockenbach
ID of Waterton	Lesley Little

# Thank You and Farewell to Lisa Weekes

Chinook Arch Associate Director Lisa Weekes has accepted a position at the UBC Okanagan Library. The Board would like to formally thank Lisa for her significant contributions to Chinook Arch. During her 5 years with the organization, she masterminded several successful programs, including the Digital Literacy Exchange Program (DLEP), the Seniors and Intergenerational Program, and many others. She also fundraised nearly \$1 million dollars to support these multi-year programs. Chinook Arch Board and staff wish Lisa well in her future endeavours.



# Policies Reviewed

The board reviewed and approved the following policies:

- Workplace Violence and Harassment
- Board Meetings
- Bylaws

## Contact Us

Chinook Arch Regional Library System  
2902 7th Avenue North  
Lethbridge, AB T1H 5C6 | 403-380-1500  
[www.chinookarch.ca](http://www.chinookarch.ca) | [arch@chinookarch.ca](mailto:arch@chinookarch.ca)



[facebook.com/  
chinook.arch7](https://facebook.com/chinook.arch7)



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[@chinooklibs](https://twitter.com/chinooklibs)





## UPDATE FROM THE LIEUTENANT GOVERNOR OF ALBERTA MARCH 2023 TO AUGUST 2023

### PASSING THE CROWN: KING CHARLES III IS CORONATED



*King Charles – then Prince of Wales – visited Alberta in July 1977.*

The Coronation of King Charles III this past May was a significant moment in history for Canadians. I was delighted to meet with His Majesty before his Coronation ceremony and to learn of his ongoing interest in fostering a lasting relationship with Indigenous communities in Alberta, and more broadly, with all Albertans. Although I was unable to host a Coronation Celebration due to the emergency wildfire situation, I was deeply moved and heartened to see how communities in our province all came together to support those impacted by the wildfires.

I have been pleased to participate in events that centred around commemorating, celebrating, and uplifting Albertans from all walks of life in the past six months. In May and July, I participated in tours of the Emergency Services Centre in Edmonton to learn about the wildfire response, and attended other occasions acknowledging the service and hard work of first responders. August brought the opportunity to celebrate graduates from the Bold Eagle program at CFB Wainwright, and to serve as Honorary Chair of the Military Cup golf tournament. I was very glad to celebrate Alberta's military and first responders, who make it their livelihood to keep our province safe.

I have also been fortunate to join in events hosted by Indigenous leaders and communities. In August, I attended the Alberta Indigenous Games Opening Ceremony, the Samson Cree Pow Wow, and toured the kihcihkaw aski cultural site in Edmonton's river valley. These visits and events have been opportunities for me to continue in my journey of learning from all First Peoples and to celebrate and connect with Indigenous communities in an intentional and respectful way.

These are a few of the thoughtful gatherings that I am most grateful to have been able to participate in as Lieutenant Governor. With the third year of my term now complete, I have seen first-hand how much the individual strengths and stories of Albertans contribute to our ability to come together as a province. I often remark that I believe we all have an important role to play when it comes to creating a vibrant province that we can all thrive in harmoniously. As I continually deepen my understanding of our communities, newcomers, settlers, and Indigenous peoples alike, I am hopeful and excited to see the path forward that we will walk together towards the future of Alberta.

*Shakhani*

*The Honourable Salma Lakhani  
Lieutenant Governor of Alberta*



*Her Honour had an audience with His Majesty King Charles III at Buckingham Palace on April 27, 2023.*

### The Coronation of King Charles III & Queen Camilla

On May 6, 2023, King Charles III was coronated in an elaborate ceremony in London. Her Honour had the pleasure of meeting His Majesty just over a week before he was crowned.

In keeping with long-held tradition, His Majesty welcomed his personal representative in Alberta, the Lieutenant Governor, at a private audience in Buckingham Palace. King Charles expressed profound enthusiasm for establishing an enduring connection with Indigenous peoples and all Albertans.

Once back in Alberta, Her Honour took part in various Coronation celebrations, including: 604 Cadets Coronation Walk & BBQ, and the Grand Highland Military Ball in Calgary, a Coronation Tea hosted by Alberta Protocol Office and held at Government House, and a Coronation dinner organized by the Canadian Club, Monarchist League, and Royal Commonwealth Society, of which are all patronage organizations of Her Honour.

Her Honour was planning to host a special Coronation Celebration at the U of A Botanic Garden with performances from various musical and dance groups, but the wildfire situation in early May triggered a state of emergency in the province, prompting Her Honour to cancel the event. Custom cookies with the coronation emblem created for the occasion were instead delivered to the Emergency Services Centre in Edmonton where evacuees had gathered.



*Their Honours attended the Grand Highland Military Ball in Calgary on May 6, 2023 to celebrate the King's Coronation.*



*Alberta Protocol Office organized a wonderful tea to celebrate the Coronation of King Charles III and Queen Camilla.*



*Coronation emblem cookies were redirected to wildfire evacuees after a state of emergency was declared in early May.*



*Their Honours arrive at Government House to attend the Coronation Tea on May 14, 2023.*



## CELEBRATING ALBERTANS

As the world continued to return to in-person events and celebrations, Lieutenant Governor Lakhani enjoyed many opportunities to recognize the amazing Albertans who dedicate their time and talents in the service of others and their communities.

Award and milestone celebrations over the past six months included: the JUNO awards in Edmonton, Consulting Engineers of Alberta Awards Gala, International Women's Day Awards, Canadian Business Leader Awards, ICWA 29th Anniversary celebration, Stars of Alberta & Alberta Sports Awards, Commissionaires Annual Awards Banquet, University of Alberta Honourary Degree Reception, Emerald Awards, Queen's Platinum Jubilee Citizenship Awards, and Sovereign's Medal for Volunteers presentation ceremony.



*Celebrating the recipients of the Sovereign's Medal for Volunteers at a ceremony on August 1, 2023 in Edmonton at Government House.*



*Her Honour at Edmonton City Hall for a fireside chat with Anmol Popatia on International Women's Day.*



*Her Honour with Sanaay Mirrie, founder of Afisi Groove School, at the JUNOS on March 13, 2023.*

## HONOURING INDIGENOUS PEOPLES

The Lieutenant Governor is deeply committed to meeting with and learning from all First People. She regularly meets with Indigenous leaders, groups, and organizations to hear about the work they are doing. For the first time, the Chiefs of the Confederacy of Treaty Six were hosted by Her Honour at Government House for their Annual General Meeting in July. A number of emerging and concerning priorities such as the opioid crisis and impending water legislation were discussed over the two full days of meetings.

Her Honour also took part in a number of special events with Indigenous community members, including: the grand opening of the Aboriginal Friendship Centre of Calgary's Elder Drop-in centre, 2023 IndSpire Awards, Blue Quill Residential School gathering, National Indigenous People's Day celebration and Kiskinohamakeewin Cultural Camp at Bent Arrow Traditional Healing Society in Edmonton, Powwows at Calgary Stampede and in Maskwacis, opening ceremonies for the Alberta Indigenous Games, and touring the kihcihkaw aski cultural site in Edmonton's river valley.



*Her Honour taking part in National Indigenous People's Day celebrations at Bent Arrow on June 21, 2023.*



*Attending the grand opening of the Elders drop-in centre at Calgary's Aboriginal Friendship Centre on April 12, 2023.*



*Her Honour greeting guests (left) and with Elders (above) who participated in Treaty 6 meetings at Government House in July.*

## EDUCATION



*Meeting with students from Gobind Sarwar School in Calgary on March 17, 2023.*



*Visiting Mary Hanley School in Edmonton on June 3, 2023.*

The Lieutenant Governor is an ardent supporter of education in all forms, and for people at every age and at every point of their life's journey.

Her Honour participates in the School at the Legislature program, meeting with Grade 6 classes as part of their studies on the Canadian system of government. Recent visits included: Michael A. Kostek School, St. Martin's School, and Mary Hanley School from Edmonton, Sister Alphonse Academy from St. Albert, Lycée international de Calgary, and Wabamun School. Her Honour also enjoyed virtual visits with classes from Lawrence Grassi Middle School in Canmore and T.A. Norris Middle School in Peace River. Schools that invited Her Honour to stop by in person to learn from students included McKernan School and Nellie Carlson School in Edmonton, and Gobind Sarwar School in Calgary.

Teachers interested in arranging a class visit can contact the office at [LTgov@gov.ab.ca](mailto:LTgov@gov.ab.ca).



*Students from St. Martin's School in Edmonton met with Her Honour on May 10, 2023 as part of the School at the Legislature program.*

Other education events over the past six months included: attending the President's Dinner at NorQuest College, taking part in Edmonton Public School Board's Diversity Day virtual event, and presenting recipients with the Honouring Spirit awards at Government House. Twelve Indigenous students from across Alberta were recognized with an award from the Alberta School Board Association at a ceremony this past April (below).





## ALBERTA'S MILITARY & FIRST RESPONDERS

The Lieutenant Governor attends events with the military and Alberta's uniformed services on a regular basis.

In May, wildfires swept many parts of the province. Her Honour visited the Emergency Services Centre in Edmonton where evacuees were, toured the AB Emergency Management Agency to learn about the wildfire response, and went to Drayton Valley to meet members of the Domestic Response Company - the Canadian Army reserve unit deployed to the area to assist with firefighting.

On July 8, 2023, Spruce Meadows in Calgary held their annual Military Family Day, Feu de Joie, and the ATCO Queen Elizabeth II Cup. This event is in appreciation of all military members and their family, and Her Honour brought greetings to share her gratitude for their important service.

Her Honour was pleased to attend the Bold Eagle Graduation at CFB Wainwright in August. This six-week program has been graduating Indigenous soldiers since 1989. Her Honour was the reviewing officer for the graduation parade and also inspected the Quarter Guard, took part in a pipe ceremony, presented awards, and gave congratulatory remarks to the graduates.

Other military events included: 1 Field Ambulance 125th Heritage Celebration and Freedom of the City parade in St. Albert at the end of July, and acting as Honourary Chair for the Military Cup golf tournament in Edmonton.



Their Honours at the Military Family Day event at Spruce Meadows in Calgary on July 8, 2023.



The Lieutenant Governor meets with members at the AEMA (above) and the Emergency Services Centre in Edmonton (below) to learn about the wildfire response in May 2023.



## COMMUNITY FESTIVALS & CONFERENCES

The spring and summer is busy with festivals and celebrations across Alberta. Her Honour had the pleasure of attending: Junior Achievement Leading Ladies brunch, Iftar hosted by the City of Edmonton, Parkland County Women in Leadership luncheon, Petrolia Seniors tea, Canada Day celebrations at the Legislature, Calgary Stampede events including the parade and several breakfasts, the World Drowning Prevention Day flag-raising, K-Days, Taste of Edmonton, Heritage Festival in Edmonton, and the Edmonton Fringe Festival.

Her Honour was thrilled to serve as Honourary Skirt in this year's Skirts-a-Fire festival in March. She was also invited to share her story at several conferences including: the National Dialogues Project, Shoe Project, HerStory Speakers event, Central Alberta Business Summit and Duke of Edinburgh's Commonwealth Study Conference in Red Deer, World Diversity in Leadership Conference, Food Banks Canada National Conference, Commonwealth Parliamentary Academy program, YLI Speakers Series for YMCA Calgary, and the North American Refugee Health Conference.



Her Honour at the Canada Day Citizenship Ceremony at the Alberta Legislature handshell.



International delegates from the Commonwealth Parliamentary Academy program met Her Honour in Edmonton on June 16.



Her Honour delivered remarks at the Food Banks Canada National Conference in Edmonton on June 26, 2023.



The Lieutenant Governor talking with attendees of the Duke of Edinburgh Commonwealth Study Conference in Red Deer this June.

## FOSTERING INTERNATIONAL FRIENDSHIP



Their Honours welcoming Her Royal Highness Princess Anne in Calgary on June 3, 2023.

Her Honour often welcomes members of the Consular Corps for courtesy calls and also greets international dignitaries visiting Alberta.

On June 3, 2023, the Lieutenant Governor was pleased to meet Her Royal Highness Princess Anne when she landed in Calgary for an engagement in Banff. She also welcomed Prince Hussain Aga Khan in May at the opening of his photographic exhibit "The Living Sea - Fragile Beauty" at the Glenbow in Calgary.

Courtesy calls included meeting with the Ambassador of Georgia, Ambassador of Ukraine, and High Commissioner of New Zealand. Her Honour was a guest at the Honorary Consul of Portugal's event for the National Day of Portugal in June and at the US Ambassador's Independence Day celebration in Calgary.

## CONSTITUTIONAL DUTIES



Swearing-in the new Cabinet at Government House on June 9, 2023.

Vice-regal representatives play an important role in maintaining Canada's constitutional traditions and continuity of government.

As part of her ongoing constitutional duties, Her Honour granted Royal Assent to bills brought forward by the Assembly and signed Orders in Council. She was busy this spring due to the Alberta election in May: swearing-in the new members of Cabinet on June 9 at Government House and then swearing-in all MLAs at the Legislature on June 19 & 20.

Her Honour also spoke to participants of the Alberta Girls Parliament program about her role as Lieutenant Governor in March 30 and took part in an Eid al-Adha ceremony hosted by the Speaker (below) on July 10.





## Karine Keys

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**From:** Community Development Unit <communitydevelopmentunit@gov.ab.ca>  
**Sent:** September 1, 2023 1:33 PM  
**To:** Karine Keys  
**Subject:** Don't miss out on Fall 2023 webinars for non-profits & last call for nomination!  
**Attachments:** CrowdfundingAlbertaNewsletterMarch2023.pdf

**CAUTION:** This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

[View in browser](#)



## Don't Miss Non-profit Webinars!

[Register Now](#)

We are back with a great lineup of live free webinars in the areas of non-profit board development, governance, grant writing, and many more:

Strategic Thinking, then Strategic Planning  
The Role of the Board Treasurer

The Role of the Board Chair  
The Role of the Board Secretary  
Board Development Program  
Understanding Your Legal Landscape Webinar  
Board Roles and Responsibilities  
Legal Responsibilities  
Organizational Purpose and Planning  
Financial Responsibilities  
Risk Management  
Committees and Meetings  
Building Strong Teams and Effective Relationships  
Grant Writing 101

To see general information about our webinars, please visit  
<https://AlbertaCDU.eventbrite.com>

Please share this email with your fellow board members, your communities, or  
whomever you think would be interested in nonprofit organizations.  
If you have any questions, we would be happy to hear from you  
at [CommunityDevelopment@gov.ab.ca](mailto:CommunityDevelopment@gov.ab.ca)

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## Last call for nominations for the 2023 Stars of Alberta Volunteer Awards

### Stars of Alberta Volunteer Award

Do you know an outstanding volunteer who dedicates their time and talents to a non-profit organization that makes this province a great place to live, visit, and raise family?

Recognize them by submitting a nomination for the 2023 [Stars of Alberta Volunteer Awards](#) administered by the Government of Alberta. Nine awards – two in each category of youth, adult, and senior, and three in the breaking barriers category – will be presented this year on or around International Volunteer Day, December 5. Full information, including nomination forms and a downloadable promotional poster suitable for printing or placement on your organization's website, can be found on the Stars of Alberta Volunteer Awards' [website](#).  
Deadline for nominations is September 15, 2023.

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# Alberta Non-Profit Learning Centre

[Check out Non-profit Learning Centre](#)

## Access Non-profit Learning Resources Anytime.

Alberta's non-profit and voluntary sector will now be able to access enhanced online training and resources in English and French to support the success of their non-profit work. The Government of Alberta's Non-Profit Learning Centre is an online hub where Alberta's non-profit and voluntary sector can access timely services, materials, information, resources and self-directed learning about board governance and other specific and unique sector questions and challenges.

Visit and sign up today to access high quality learning anytime and at your own convenience at <https://alberta.ca/NonProfitLearning>.

If you have any questions, we would be happy to hear from you at [CommunityDevelopment@gov.ab.ca](mailto:CommunityDevelopment@gov.ab.ca).

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## Crowdfunding Alberta News

[Crowdfunding Alberta](#)

Eligibility for match funding resets on April 1, 2023.

The Government of Alberta may provide match funding for one campaign per organization per fiscal year. The Government's next fiscal year begins on April 1. All campaigns submitted in the new fiscal will once again be considered for match funding of up to \$15,000.

Read more in the attached document.

### Community Engagement Branch

9th Floor, 10405 Jasper Avenue, T5J4R7, Edmonton

[Subscribe](#) | [Unsubscribe](#)

# Crowdfunding Alberta News

Edition 6: March, 2023

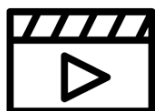
## 7 Parts of an Effective Campaign Story

1. [Create a powerful opening line](#). Grab your audience's attention with one agreeable sentence.
2. [Identify the problem](#). Use this as the opportunity to connect with your donors on a deeper level. Tell a story that makes the problem resonate emotionally with donors.
3. [Identify the solution](#). Explain the specific goal for your program or organization. Set individual and achievable goals for individual campaigns to ensure you are celebrating and communicating success often.
4. [Identify the gap between the problem and the solution](#). Don't dwell on a need for funding but on the activities, interventions or items that will be provided to help you address the problem and achieve your goal.
5. [Make supporters the hero utilizing "units of impact."](#) Give your donors multiple levels of giving and a clear example of how that gift size makes a difference.

- \$10 pays for a microchip
- \$20 provides dewormer for one animal
- \$100 covers the cost of a vaccination
- \$200 helps ensure the spay/neuter of a cat
- \$400 helps ensure the spay/neuter of a dog

Example of Units of Impact. Source: *Bandaged Paws Animal Rescue Association, Crowdfunding Alberta*

6. [Quid pro quo](#). What will donors get from your organization in return for their gift? A material item? Regular progress updates? A signed thank you letter? Recognition in your annual report?
7. [Call to action](#). Remind them to give.



[Watch this video](#) to learn how to put it all together.

## New: Crowdfunding Campaign Lab

This June, the Crowdfunding Alberta team is launching a series of crowdfunding campaign labs to help organizations improve their skill and success with crowdfunding. Throughout the lab, organizations will receive hands-on training and coaching as they develop their own crowdfunding campaign, curated resources to reference for ongoing guidance, demonstrations to help find and optimize the platforms marketing tools, and customized feedback from a panel of fundraising experts to ensure their campaign is market-ready when it goes live.

Keep an eye on the [Community Development Unit's Eventbrite page](#) to register.



## Important Date

Eligibility for match funding resets on April 1, 2023.

The Government of Alberta may provide match funding for one campaign per organization per fiscal year. The Government's next fiscal year begins on April 1. All campaigns submitted in the new fiscal will once again be considered for match funding of up to \$15,000.

Visit the [Crowdfunding Alberta webpage](#) to learn more about eligibility.



## Help Us Improve

As we wrap up the 2022-23 year of Crowdfunding Alberta we'd like to hear from those who have tried the program and those who are considering it. Your feedback can help us improve the program and better support Alberta's non-profit and charitable sector.

Click [here](#) to complete the [survey for existing users](#).

Click [here](#) to complete the [survey for potential users](#).

Register your non-profit campaign with Crowdfunding Alberta at: <https://www.alberta.ca/creative-partnerships-crowdfunding-alberta-platform.aspx>

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Classification: Protected A

Alberta

## Karine Keys

**From:** Seniors, Community and Social Services <seniorsinformation@gov.ab.ca>  
**Sent:** September 6, 2023 4:22 PM  
**To:** Karine Keys  
**Subject:** Age-Friendly E-News

**CAUTION:** This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

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# Age-Friendly E-News

Alberta

## [Nominations are Open for the 2023 Minister's Seniors Service Awards](#)

The Minister's Seniors Service Awards are now open and accepting nominations for individuals, nonprofit organizations, and businesses who serve seniors through their extraordinary work in volunteerism, philanthropy, innovation, or outstanding service. Since 1998, the Minister's Seniors Service Awards have celebrated Albertans that go the extra mile to support seniors and build strong Alberta communities.

It is so important for seniors to have the supports and services they need to live healthy, happy lives in the community of their choice. From sharing messages of hope with isolated seniors, to making our communities more accessible, countless people, groups and businesses do this work day in and day out. We all know someone who is deserving of an award. They are the doers, the caregivers, the dreamers. They are in your community, your workplace, and your family. Between now and November 15, 2023, take a moment to consider their contributions – big or small – and nominate them for a Minister's Seniors Service Award.

**The deadline to submit nominations is November 15.** It is easy to submit a nomination either [online](#), or by email using the [fillable form](#) in the nomination booklet.

For more information about the Minister's Seniors Service Awards and to nominate an outstanding Albertan, please visit [alberta.ca/MSSA](https://alberta.ca/MSSA)



Website



E-mail

For a print-friendly version click on "Read it online" at the top of the page.

Alberta Seniors, Community and Social Services  
600-10405 Jasper Avenue  
Edmonton Alberta T5J 4R7  
Canada

This email is intended for info@claresholm.ca.  
[Update your preferences](#) or [Unsubscribe](#)

**Alberta SouthWest Regional Alliance**  
**Minutes of the Board of Directors Meeting**  
Wednesday, August 2, 2023 – Municipal Offices, MD Ranchland



**Board Representatives**

Brent Feyter, Fort Macleod  
Sahra Nodge, Pincher Creek  
Barbara Burnett, Cowley  
Cam Francis, Cardston County  
Blair Painter, Crowsnest Pass  
Kevin Todd, Nanton  
John Van Driesten, MD Willow Creek  
Ron Davis, MD Ranchland  
Doral Lybbert, Glenwood

**Resource Staff and Guests**

Robert Strauss, MD Ranchland  
Nikki Funk, MD Ranchland  
Scott Barton, ID Waterton  
Tony Walker, CFABSW  
Julie Webb, CFABSW  
Linda Erickson, PrairiesCan  
Bev Thornton, AlbertaSW

- |    |  |   |
|----|--|---|
| 1  | Call to Order/                               | Chair Brent Feyter called the meeting to order.   |
| 2  | Approval of Agenda                           | Moved by John Van Driesten THAT the agenda be approved as presented.<br><b>Carried.</b> [2023-08-854]   |
| 3  | Approval of Minutes                          | Moved by Cam Francis THAT the Minutes of May 3, 2023, be approved as presented.<br><b>Carried.</b> [2023-08-855]  |
| 4  | Approval of Cheque Register                  | Moved by Blair Painter THAT cheques #3212 to #3251 be approved as presented.<br><b>Carried.</b> [2023-08-850]   |
| 5  | Executive Meeting Notes                      | Moved by Blair Painter THAT the Executive Meeting Notes of July 13, 2023 be accepted as information.<br><b>Carried.</b> [2023-08-851]   |
| 6  | Request from SouthGrow: Economic Summit 2024 | Moved by Cam Francis THAT the Board approve a \$1,000 partnership contribution to the Economic Summit planned for late March 2024. AlbertaSW will also participate in the planning.<br><b>Carried.</b> [2023-08-852]    |
| 7  | Destination Canada Pilot Project             | Destination Canada is launching 3 tourism corridor pilot projects. The “Sustainable Journey from Prairies to Pacific” will focus on the Highway 3 corridor. Travel Alberta will be providing more details in September. |
| 8  | Meetings with provincial officials           | A letter to Minister Matt Jones has been drafted to request a meeting with the REDA Chairs to discuss proposal for a multi-year, ongoing agreement with the department of Jobs, Economy, and Trade (JET).               |
| 9  | Website tools and updates                    | Localintel data tool is available to region and communities.<br>Connect4Commerce tool still to be fully deployed.   |
| 10 | Executive Director Report                    | Moved by Cam Francis THAT the report be received as information.<br><b>Carried.</b> [2023-08-853]   |
| 11 | Round Table                                  | Received as information.  |
| 12 | Upcoming Board Meetings                      | ➤ September 6, 2023-Nanton<br>➤ October 4, 2023<br>➤ November 1, 2023-  |
| 13 | Adjourn                                      | Moved by Kevin Todd THAT the meeting be adjourned.<br><b>Carried.</b> [2023-08-854]   |

Approved September 6, 2023



## **Executive Director Report August 2023**

### **MEETINGS and PRESENTATIONS**

Aug 1: sit in on Blackfoot Signage project meeting with SouthGrow and Community Futures Lethbridge Region

Aug 2: AlbertaSW Board meeting, MD Ranchland

Aug 8: Sustainable Ag grant working group, U of L

Aug 9: MOU signing ceremony, US National Parks and Parks Canada, Waterton (news article below)

Aug 9: Meetings with Laura Hodge, Geotourism Council Coordinator and other stakeholders, Waterton

Aug 10: Meeting with Yvonne, Travel Alberta, Zoom

Aug 10: AEDO Accreditation Committee meeting (regrets)

Aug 10: Memorial Service for Barney Reeves, Waterton

Aug 13-19: travel to St. John's NL

Aug 23: Meeting with William Wang, Director Alberta-China Offices, Alberta Intergovernmental Affairs

Aug 23: Meeting with delegation from Red Deer (college, chamber, city) at Tecconnect, Lethbridge

Aug 24: AEDO Accreditation Committee Meeting, Zoom

Aug 24: Food Journey VIP event, Exhibition Centre, Lethbridge

Aug 28: Planning meeting with SouthGrow, Lethbridge

Aug 28: Planning meeting with InnoVisions, Zoom

Aug 29: Planning meeting with Manuelle, Green Destinations, Zoom

Aug 29: meeting with Evan Wilson, Sr Director CanREA, SouthGrow, EDL and Lethbridge County, Lethbridge

Aug 30: RINSA planning meeting (regrets)

### **PROJECT MANAGEMENT and REPORTING**

- Board Agenda, Minutes, Bulletin
- Submit documents for renewal of Directors and Officers Insurance Policy
- AND Villages Ltd.: next steps for communication and presentations
- Itinerary planning for Green Destinations Audit
- Commitment to partnering/planning upcoming Economic Development Summit, end of March 2024
- Contribute to drafting documents for REDA Chairs meeting with the Minister (possibly end of September)
- Request for documentation from Alberta Infrastructure re: terms of new rental agreement for office

### **INVESTMENT ATTRACTION and REGIONAL PROMOTION**

- Joint project with SouthGrow (CanExport Grant) to create community investment profile for all 41 communities.
- Respond to investor inquiries/referrals received on website, from Alberta Ag and Invest Alberta
- Receive new supply of *National Geographic* maps
- Provide Peaks to Prairies quarterly report to Travel Alberta

# Alberta SouthWest Bulletin September 2023

## Regional Economic Development Alliance (REDA) Update

### ❖ Meeting with Alberta Jobs, Economy, and Trade (JET)

AlbertaSW and SouthGrow Chairs and Executive Directors met with the new Minister and Chief of staff for JET. REDA Chairs from across the province are scheduled to meet with the Minister in late September, prior to the Alberta Municipalities convention; the purpose is to discuss strategies and priorities to strengthen collaboration and support investment attraction.



[L-R] Jim Willett, SouthGrow Chair; Jerry Bellika, Chief of Staff; The Hon. Matt Jones, Minister of Jobs, Economy, and Trade; Brent Feyter, AlbertaSW Chair; The Hon. Nathan Neudorf, Minister of Affordability and Utilities and Vice Chair of Treasury Board



### ❖ Manufacturing, Energy, Construction, Ag Processing

Beginning in October, the MECAP project will bring together industry influencers and innovators to participate in “think tank” sessions to identify trends, labour market needs, supply chain issues and opportunities. Contact [bev@albertasouthwest.com](mailto:bev@albertasouthwest.com) for more details!

### ❖ Raising the Roof: Southern Alberta Regional Solution for Housing Supply (RS4HS)

Since beginning the conversation with AND Villages Ltd. in early February, ongoing meetings with CAOs and planners have further defined and refined a proposal for a 2-phase approach for proof of concept and implementation of a collaborative housing strategy. Presentations to agencies and all levels of government are gaining interest.

### ❖ “Sustainable Journey from Prairies to Pacific”-A Destination Canada Pilot Project

Based on outcomes of extensive consultations, southwest Alberta has been chosen by Destination Canada to be included in one of only 3 national tourism corridor pilot projects. Yvonne Chau, Travel Alberta Destination Development Manager, explained that “Prairies to Pacific” will be led jointly by Travel Alberta and Destination BC. Outcomes include stakeholder engagement, developing a corridor strategy, implementing the plan and identifying investment opportunities. Workshops and consultations begin late September.



### ❖ Global Top 100 Award: formal presentation!

Manuelle Prunier, Canadian representative for Green Destinations International, is in the region conducting an extensive audit, evaluating effectiveness in meeting 100 criteria related to United Nations sustainability standards. This award encourages best practices aimed at continuous improvement in valuing our landscapes, people, culture, and history. The award certificate was formally presented at the AlbertaSW Board meeting, reflecting the excellent work of industry, municipalities, organizations, and individuals.



## Alberta SouthWest Regional Economic Development Alliance

Box 1041 Pincher Creek AB T0K 1W0  
403-627-0244 (cell)  
[bev@albertasouthwest.com](mailto:bev@albertasouthwest.com)  
[www.albertasouthwest.com](http://www.albertasouthwest.com)

